PROJECT MANAGER

Technical Security Integration, Inc. (TSI) is the leading American-owned Systems Integrator in the United States, yet we recognize that any one individual can make a real difference. TSI is known as the most responsive Systems Integrator and strives to provide world-class service. Our environment is entrepreneurial, dynamic, and fanatically customer-focused. We are industry leaders determined to serve and secure our customers; and set the highest industry standards for customer service.

TITLE: Project Manager
LOCATION: US – WA, CA, NV, LA, MS
JOB TYPE: Full Time or Contract available

JOB DESCRIPTION:
To plan, execute, and finalize projects according to strict deadlines and within budget. This includes acquiring resources and coordinating the efforts of team members and third-party contractors or consultants in order to deliver projects according to plan. The Project Manager will also define the project's objectives and oversee quality control throughout its life cycle.

RESPONSIBILITIES:
- Manage project development from initiation to closure.
- Manages day-to-day client interaction and project requirements.
- Complete project charter outlining: scope, goals, deliverables, required resources, budget and timing.
- Lead proposal efforts including completing project scoping and LOE (Level of Effort) assessments.
- Provide a project schedule to identify when each task will be performed.
- Track and report on project milestones and provide status reports.
- Manage project budget.
- Determine appropriate revenue recognition, ensures timely and accurate invoicing, and monitors receivables for project.
- Analyze project profitability, revenue, margins, bill rates and utilization.
- Identifies business development and "add-on" sales opportunities as they relate to a specific project.
- Assist Account Executives with technical support when clients experience system operation issues.
- Identify resources needed and assigns individual responsibilities.
- Create and execute project work plans and revise as appropriate to meet changing needs and requirements.

NOTE: This document is an outline of the primary tasks assigned and may be changed at the discretion of management, formally or informally, either verbally or in writing. All team members are expected to assist TSI in achieving its goals even if such tasks are beyond the scope of this outline. The job description does not constitute an employment contract, implied or otherwise, other than an "at will" relationship and is subject to change by the employer as the needs of the employer and requirements of the job change.

- Develop and maintain strong relationships with client to support business development efforts and increase secured sales by providing excellent customer service.
- Communicate effectively with clients to identify needs and evaluate alternative business solutions.
- Resolve any issues and solve problems throughout project life cycle.
- Track and approve team members' time and expense reports on a weekly basis.
- Effectively facilitate regular team and client meetings.
- Clearly communicate expectations to team members.
- Lead, coach, and motivate project team members on a daily basis.
- Comply with and enforce standard policies and procedures.

JOB REQUIREMENTS:
- University, college degree or military equivalent in Electronics, Computer Science.
- 3-5+ years project management experience
- 3+ years low-voltage experience
- Willing to travel

KNOWLEDGE, SKILLS AND ABILITIES:
- Possesses general understanding in the areas of application programming, database and system design.
- Proven track record of delivering numerous successful projects.
- Understands Internet, Intranet, Extranet and client/server architectures.
- Demonstrates expertise in project planning, capacity management and risk management.
- Able to communicate effectively verbally, visually and in writing.
- Understands basic revenue models, P/L, and cost-to-completion projections and makes decisions accordingly.
- Able to create clear, concise technical and financial reports using Excel and Word.
- Able to develop budgets, manage inventory control, and provide coaching.
- Able to develop and maintain constructive and cooperative working relationships with others.
- Inspire loyalty and trust, and be able to mitigate team conflict and communication problems.
- Able to conduct effective performance evaluations and mentor those with less experience through formal channels.

Competitive Employee Benefits Package included.

Technical Security Integration, Inc. is a Safety, Quality, Environmentally and Human Rights conscious Company and as a result it is the responsibility of every employee to fully understand and adhere to all of the Company's Policies and Procedures.

Technical Security Integration, Inc. thanks you for your interest in this position. If you feel you are qualified after reviewing this job description, please send your resume to careers@tsihd.com. Thank you.

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