
Project Manager

Direct Path, Inc.

Our charter is simple: We lead mission critical business projects to success for our clients. Our professionals use practical experience and proven methods to maximize odds of successfully completing business projects. Finding the most direct route to success isn't easy. Organizations engage Direct Path because we provide talented people in the areas of Business Initiative Planning, Program Management and Business Process Improvement.

Position Summary.

The Project Manager is responsible for managing small to medium sized business initiatives for Direct Path clients. This position can be salary, hourly or subcontractor.

Primary Responsibilities.

- Effectively manage project teams to successfully implement business projects and new processes
- Develop and maintain project roadmaps, project plans, project schedules, and establish timelines to organize and prioritize project workflow
- Conduct project team meetings, manage project action items and direct activities of project team members
- Communicate effectively with client, project stakeholders, and project sponsors to keep the client and Direct Path management team informed of project status and health
- Identify and develop processes and workflows to enhance projects
- Facilitate and promote team collaboration and ensure assignments are completed on time, within budget and within scope
- Identify risks, dependencies, and issues that affect timelines, quality, or budget and aggressively work to identify a solution to resolve and mitigate
- Manage project scope and utilize change management procedures as necessary
- Understand, utilize and adhere to the Direct Path program management approach, Direct Path PM™; adapt the approach to client projects as appropriate
- Build client relationships, identify additional Direct Path opportunities while delivering high quality work and assist with other business development activities such as developing proposals and presentations
- Serve as an internal and external advocate for Direct Path program management solutions

Core Competencies.

- 4+ years of project management experience
- Bachelors degree, Masters degree preferred
- PMP certification desired
- Critical thinker with the ability to convey ideas and thoughts to varying levels of management within the organization
- Adept at producing high-quality, detailed project management documentation
- Demonstrated ability to develop efficient work plans and effectively implement and manage the plans
- Ability to lead teams in developing valid conclusions and identifying alternatives
- Ability to build trust, gain consensus and overcome resistance
- Solid consulting skills such as business/financial analysis, negotiating, interviewing stakeholders and facilitating meetings
- Excellent written and oral communication skills with the ability to communicate at a level of detail appropriate for the audience
- Outstanding interpersonal and leadership skills, excellent presentation skills, strong work ethic and self-motivated

If you have what it takes to join the elite and progress your career even further, you owe it to yourself to meet with us.

For immediate consideration, please e-mail your resume, cover letter and salary requirements to careers@thedirectpath.com.