



An ATN Services Company

# Professional Industrial Consultants

27600 Northwestern Highway ♦ Suite 260 ♦ Southfield, Michigan 48034  
Office: 248.799.9601 ♦ Fax: 248.799.9607 ♦ Website: www.proindcon.com

## MATERIAL HANDLING PROJECT MANAGER Job #21-425

### SUMMARY:

We are looking for Project Manager or Sr. Mechanical Project Engineer with solid Conveyor / Material Handling industry experience. Will be Supervising and coordinating all aspects of installation, modification and star-up of material handling systems while closely working with other equipment teams on site at Clients Facilities.

### ESSENTIAL RESPONSIBILITIES

- Project Management from start-up to completion of Various Conveyors and/or Material Handling Systems on Site at Client Location.
- Review customer contract, drawings, and specifications, and proposal at start of job.
- Organize and chair internal and customer kickoff meetings and publish minutes.
- Develop detailed schedules for and with engineering, procurement, manufacturing, installation, and subcontractors to ensure coordination and timely project completion.
- Handle all commercial matters affecting contract, cost, or schedule.
- Review progress with responsible parties monthly or as often as required to attain schedule.
- Review and confirm that designs are as proposed by the company and satisfy the contract.
- Submit monthly progress reports to the customer, including updated schedule.
- Monitor and control budget allocations, schedule, and the forecasting of cost deviations.
- Process changes requests and change notices.
- Negotiate and write subcontracts, and Purchase Requisitions.
- Monitor subcontracts for compliance with schedules, specifications, and terms.
- Coordinate projects start up and commissioning for customer acceptance.
- Facilitate the required validation documentation.
- Confirm customer satisfaction with system performance.
- Coordinate customer training.
- Settle claims and negotiate final contract closeout.
- Facilitate warranty issues and promote future business.
- Ensure that all work is completed in compliance with COMPANY's quality, safety, and environmental standards, and the COMPANY's work instructions.

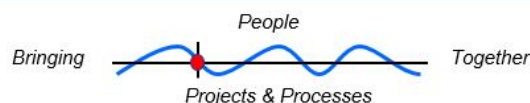
### SKILLS AND EXPERIENCE REQUIRED:

- Must have 10 years of Project Management experience in Material Handling /Conveyor Industry
- Must demonstrate excellent leadership, interpersonal and communication skills
- Work in plant coordinating with plant engineers and contractors as an Owner representative
- Knowledge of conveyors, tooling & process equipment
- Must be self-motivated, with strong interpersonal and communication skills
- Ability & Willingness to Travel up to 75%
- Valid Driver's License

### COMPUTER SKILLS:

Microsoft Office, MS Excel, AutoCAD (general knowledge)

- ♦ OVERALL PROGRAM / PROJECT MANAGEMENT
- ♦ MASTER PROGRAM / PROJECT SCHEDULING
- ♦ TECHNICAL SUPPORT / CONTINUOUS IMPROVEMENT
- ♦ ENGINEERING / FABRICATION / TESTING / LOGISTICS
- ♦ INSTALLATION / QUALITY / INITIAL ACCEPTANCE
- ♦ COMMISSIONING / LAUNCH / FINAL ACCEPTANCE



- ♦ STAMPING / PRESSES / MILLS ♦
- ♦ BODY SHOP TOOLING / AUTOMATION ♦
- ♦ PAINT FINISHING SYSTEMS ♦
- ♦ GENERAL ASSEMBLY TOOLING ♦
- ♦ MATERIAL HANDLING / CONVEYORS ♦
- ♦ PLACEMENT SERVICES ♦