



CONVEYOR HANDLING COMPANY

Material Handling Solutions That Work

EXPERIENCED MATERIAL HANDLING SYSTEMS PROJECT MANAGER

Conveyor Handling Company (CHC), one of the nation's leading material handling systems integrators, is seeking an experienced material handling systems project manager to join our team. We are looking for an individual capable of working our internal teams and customers to manage the execution of exceptional material handling and automation solutions to meet our customers' needs. This individual will apply knowledge of material handling equipment and project management to help implement material handling systems solutions for a variety of different industries.

This position offers an independent work environment with training and support, and offers an extremely competitive compensation and benefits package, as well as an atmosphere to promote personal and professional growth. This position can be based in our Elkridge, Maryland office, or remote if candidate lives out of the area. The successful candidate must be:

- Independent, self-motivated, and detail-oriented with an ambition and desire to succeed
- Creative in designing and engineering
- Responsive and flexible to all project requests and reacts to any adjustments promptly and efficiently, effectively prioritizing needs and tasks
- An effective communicator, team player and have a strong desire for project success

Responsibilities

- Direct and manage project execution from receipt of order to project to completion, quickly and efficiently
- Attend meetings with internal team and customer teams
- Track and maintain project schedule based on installation progress
- Manage and coordinate with CHC Installation Foreman and subcontractor teams
- Review material shipments, deliveries, and staging area on-site
- Track any changes required and coordinate with Engineer, Sales Engineer, and Customer
- Problem solving and troubleshooting any issues that arise during the execution phase
- Lead mechanical, electrical, controls teams, and other suppliers during system commissioning
- Schedule and lead system operation and maintenance training for customer staff
- Compile and provide system documentation package upon project completion
- Travel to job sites out of the area 1-2 times per month for 2-3 days at a time (usually weekdays with some weekends required)

Qualifications

- 2+ years of related project management experience with material handling systems, production, distribution, packaging, automation or applications
- Literate with MS Office software suite (particularly MS Excel)
- PMP certification preferred but not required at time of hire, but obtaining PMP certification required within 1st 6 months of hire date, training/testing costs covered by company
- Exposure to MS Project for developing project timelines a plus
- Literate with MS Project and/or other Gantt chart software
- Ability to use AutoCAD preferred
- Exposure to automated systems a plus
- Ability to read drawings (both electrical and mechanical) preferred
- Strong communication and interpersonal skills, flexibility with tasks and the ability to interact with all levels of management, clients and vendors
- Strong analytical skills and basic understanding of project management fundamentals
- Able to learn, understand and apply new technologies
- Able to conform to shifting priorities, demands, and timelines through analytical and problem-solving capabilities
- Bachelor's degree preferred, but not required

COMPENSATION \$75K - \$150K Based on Experience