

**Job Title: PROJECT MANAGER
Reports To:** VP Operations, Comm Onboarding

**The Low Down:**

The Project Manager manages of all designated Blue Stream Fiber projects and associated budgets and schedules. Including; Vendor coordinating all deliverables and requirements of the entire cross-functional team. Represent Blue Stream as the expert on engineering and construction issues relating to all Fiber Build projects. Ensure that the Construction Manager and customers are aware of issues that will affect timely project completion or cost, and pro-actively seek to identify and communicate any schedule and budget risks. Ensure all work conducted in accordance with Blue Stream policies and procedures in support of Blue Stream objectives.

**What your day will look like:**

* Manage assigned projects from inception to completion, ensuring that all activities, including contracting, design, product/equipment ordering, zoning, permitting regulatory, construction, optimization, close-out, and efficiently coordinated and completed on time within budget and in accordance with the underlying contract.
* Manage all external vendors and coordinate with internal teams necessary for timely completion and within budget.
* Directly advise and influence decisions of Construction Manager in all aspects of construction work.
* Responsible to negotiate costs within scope of project, hold vendor accountable to ensure the budget is maintained; ensure Construction Manager and customers are aware of issues that will affect project completion or cost.
* Develop accurate project plan, scope and budget for all assigned projects, modify as needed and direct closeout of completed jobs including the receipt of all required documentation and managing scope creep.
* Lead internal and external deployment meetings with other managers and team members to review the status of each job and implement changes as necessary to ensure timely project completion.
* Travel and attend customer deployment meetings to provide customer with comprehensive job status reports and resolve any conflicts or issues that arise.
* Ensure accurate and complete files maintained for projects and appropriate closeout documents distributed in a timely manner in accordance with corporate and customer standards.
* Ensure that all jobs are accurately maintained in a project tracking system, invoiced and closed with complete accuracy.

**What you bring to the table:**

* Advanced knowledge of telecommunications project management, asset management, OSP / ISP construction practices and methods
* Advanced knowledge of Public and Private right of way project deployment, including regulatory and permitting processes.
* Ability to read and understand blueprints along with civil inside & outside
* Ability to read and understand contracts.
* Ability to direct the diagnosis of work flow problems, critical paths and institute remedies
* Ability to read and understand financial metrics and identify remedies to financial issues
* Customer service orientation with a strong problem-solving approach
* Strong verbal and written communication skills
* Ability to manage and process multiple data streams
* Knowledge of construction services (ordering and installation): Telco, power, fiber, basic construction, and vendor equipment requirements.

**General Qualifications:**

* Three (3) to five (5) years of project management experience
* Managing project budgets or related financial experience
* Working knowledge of NESC, NEC and OSHA standards
* Customer-facing project management experience
* Bachelor’s Degree or equivalent work experience
* A valid driver’s license required
* Project Management Professional (PMP) Certification preferred

**Physical Demands/Working Conditions:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Works in a normal office setting with no exposure to adverse environmental conditions 80% of the time. Required travel to customer meetings and project sites 20% of the time.

* Standing, Walking, Sitting, use of hands to fingers, handle or feel, reach with hands and arms, climb or balance, stoop, kneel, crouch or crawl, speak or hear, taste and smell
* Ability to read, write and speak English
* Ability to lift-up to 30 pounds or more