Project Manager

(NDI / Ascension Technology Corporation - Vermont U.S.)

Location: Shelburne, Vermont
Reports To: Sr. Project Manager- Ascension Technology
Expected Travel: Up to 10%
Employment Type: Regular Full-time

Role Summary/Purpose:

We are looking for a hands-on, experienced Project Manager to join our R&D team to direct and participate in engineering projects. As the Project Manager, you will work as part of a cross-functional R&D team, driving projects from conception to implementation and release. This role requires someone who has proven leadership ability, as well as the technical acumen to lead projects effectively. The successful candidate will be highly organized, results-driven and effective at working at all levels of our matrix organization.

Scope of Responsibilities:

- Responsible for the management and execution of design projects and related tasks in accordance with NDI's Product Development Life Cycle:
    - Create, implement and track progress using project plans: manage project resource requirements, schedule tasks and manage project budgets;
    - Conduct regular status meetings, design reviews, and management communications;
    - Serve as prime contact with project sponsors (internal and external customers).
    - Organize and monitor progress of project team members and assigned tasks;
    - Participate in a hands-on manner in the development, implementation, test and integration of solutions;
    - Interface with outside resources (venders, consultants, etc.)
    - Coordinate with other disciplines including Marketing and Manufacturing Engineering to drive development projects from conception to manufacturing.

Quality Requirements:

NDI is committed to achieving excellence in our Quality activities, which is dependent upon the processes, practices and employees of NDI. Our objective is to maintain a Quality Management System in compliance with ISO 9001, ISO 13485, the US FDA Quality System Regulation as well as any additional regulatory requirements of the markets in which our products are sold. Employees of NDI are instrumental to our compliance efforts, and are required to understand and comply with the QMS.

Education and Professional Qualifications:

- Minimum 3 years of Project Management experience in the high-tech industry;
- Sc. in Engineering Management, Computer Science, Electrical or Computer Engineering, or related discipline
- Ability to work efficiently with limited time and resources, under pressure and with multiple priorities;
- Effective at functioning with a reasonable level of autonomy in setting objectives, influencing decision makers, managing expectations along with budget and resource allocation;
- Proactive communicator with reporting project progress and status to stakeholders, ensuring appropriate review and support with key project decisions;
- Effective organizational and team motivating skills; and
- Excellent communication skills, both written and verbal, with a strong ability to communicate technical information and findings.

Desired Characteristics/Additional Assets:

- Familiarity with software development, hardware design, and systems integration;
- Knowledge/experience with measurement systems; and/or
- Medical device experience (ISO 13485)
- Experience in the consumer electronics industry.

How to Apply

It all starts with your online application. Please upload your resume and cover letter (optional) as a Word or PDF file. If you require any assistance during the application process, please contact us at: **careers@ascension-tech.com**

Ascension Technology Corporation (ATC) is proud to be an Equal Opportunity/Affirmative Action Employer - AA/EOE/M/F/D/V

As an equal opportunity employer, Ascension is committed to a diverse workforce.
If you are a qualified individual with a disability or a disabled veteran, you have the right to request a reasonable accommodation. If you are unable or limited in your ability to use or access Ascension's career website as a result of your disability, you may request reasonable accommodations by calling **Human Resources: +1 (877) 634 6340**.

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