

# Posting Number: 2024-002

## Job Title: Project Manager

**Location:** Richland, WA

**Employment Category:** Full-Time Salaried and Part-Time Positions Available, in-office with flexibility for limited teleworking.

**Job Summary:** Work as a Project Manager for various projects for Lucas's clients, including the Department of Energy (DOE) Hanford Site on nuclear and non-nuclear facility projects as well as various commercial industrial projects. Our Project Managers support the successful execution of assigned projects, provides support to facilitate planning and coordination of construction activities to ensure that all project objectives are accomplished, and ensures project profitability targets are achieved. This role regularly consults with upper management to ensure the scope and direction of each project is on schedule, collaborating across the organization for support. As a Project Manager, you will be overseeing a multifunctional, multidisciplinary team to meet project objectives.

*Duties/Responsibilities* may include dependent upon specific projects:

- Oversee a project team to ensure projects are planned and executed to meet the project objectives; scope, schedule, budget, and level of quality.
- Scoping and requirements gathering for assigned projects.
- Build, manage, and organize appropriate project plans for any assigned projects.
- Develop, maintain, and revise all project materials.
- Outline the tasks involved in the project and delegate accordingly.
- Track progress of projects and ensure all milestones and timelines are met, quickly identifying and escalating any risks to meeting these milestones and timelines.
- Conduct cost analysis, estimating expected costs for the project.
- Prepare and implement a budget based on estimates.
- Conduct risk assessments; report identified risks to management; provide recommendations for mitigation of risk (including termination of the project if appropriate).
- Collaborate and negotiate with project sponsors and other stakeholders on project management strategy, timeframes, and specific outcomes to be achieved.
- Identify relevant stakeholders and building communication strategies to ensure project deliverables are on time, within budget, and meet desired outcome metrics.
- Identify, escalate, and mitigate project risks and issues, communicating project status, and negotiate changes in project scope, resources, or timeline to ensure that the project results are satisfactory.
- Provide coordination among multiple parties who may be participating in technical projects (interdisciplinary team members, interdepartmental team members, and external partners) to

bring alignment and shared understandings of project scope, timelines, milestones, and expectations.

- Employ change management strategies and tactics.
- Work closely with Lucas Management to ensure that projects and project tactics align with Lucas's strategic goals.
- Addresses questions, concerns, and/or complaints throughout the project.
- Acts as a liaison between company, customers, and vendors.
- Ensures compliance with federal, state, local, industry, contractual, and company regulations, standards, specifications, and best practices.
- Performs other related duties as assigned.

**Required Skills/Abilities:**

- Ability to prioritize tasks and to delegate them when appropriate.
- Thorough understanding of or the ability to quickly learn about the project or product being developed.
- Excellent organizational skills and attention to detail.
- Excellent time management skills with a proven ability to meet deadlines.
- Strong analytical and problem-solving skills.
- Strong supervisory and leadership skills.
- Excellent verbal and written communication skills.
- Excellent interpersonal and customer service skills.
- Proven success in internal and external communication and relationship management with all levels of expertise from administrative to executive.
- Technical aptitude to fully understand and gain the necessary knowledge required to effectively collaborate with members and team members on any project assigned.
- Must have technical aptitude to fully understand and gain the necessary knowledge required to effectively collaborate with members.
- Strong analytical, problem-solving and analytical thinking skills.
- Strong potential for self-direction/self-management skills with the ability to work independently and effectively as a sole contributor and as part of a team.

**Education and Experience:**

- Bachelor's degree in related field, which may include Business, Project Management, Construction Management, Engineering, or Computer Science, required.
- At least ten (10) years of experience, with a minimum of five (5) years of Project Management experience.
- Experience being the sole lead as project manager.
- Understanding of Engineering design development and implementation projects desirable.
- Experience managing projects at the DOE Hanford Site desirable, but not required.

- PMP, PgMP, CAPM, and/or comparable project management certifications are highly desirable.
- Excellent MS Word, Excel, PowerPoint, Outlook skills required
- Proficiency with MS Project or equivalent

**Pay Information:**

Full-time Salary Range:

Category	Pay Range
Project Manager	\$104,000 - \$160,000

**Benefits:**

Lucas offers a comprehensive benefit package that includes medical, dental and vision insurance, health savings account and flexible spending accounts, short and term-disability, life insurance, 401(k) employer match and paid time off.