Project Manager I

Fulltime | Kennesaw, United States
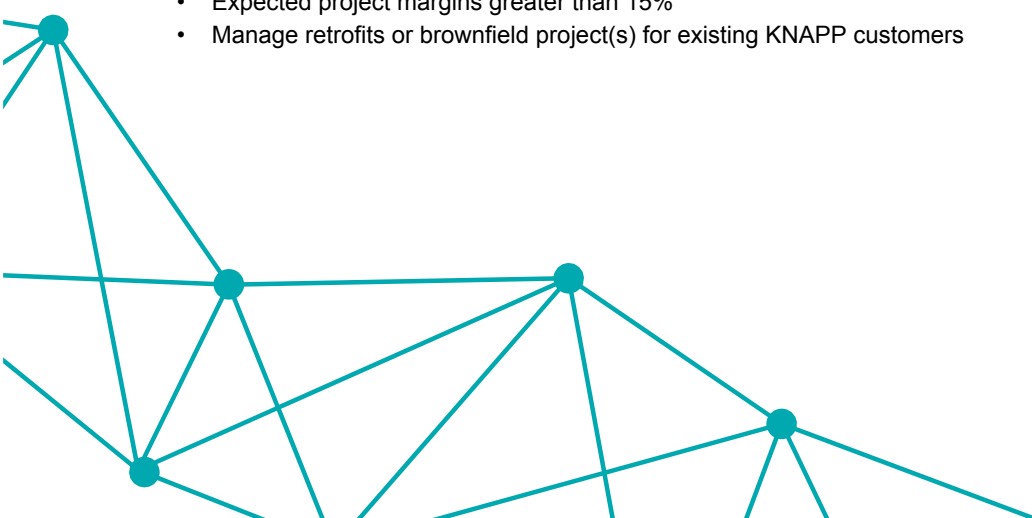
WHO WE ARE

At KNAPP (pronounced K-NAP, not Nap!), we "Make Complexity Simple" by offering intelligent solutions for digitizing and automating everything from production and distribution to the last mile and stores. We are the customer's value tech chain partner, which means partnering with the customer to create the most value within each link in their supply chain. Leveraging the latest software, AI and Robotics technology, we continue to disrupt the logistics automation industry for the world's industry leaders in grocery, healthcare, retail, e-commerce, apparel & manufacturing.We are a global company with our US headquarters located just North of Atlanta in Kennesaw, GA. KNAPP specializes in automated solutions for both WMS (Warehouse Management Systems) and WCS (Warehouse Control Systems) for B2B (Business to Business) and B2C (Business to Consumer) customers. We are a growing company of over 7,200 employees worldwide and in over 50 countries that is privately held, with 7% of our revenue reinvested in R&D, ensuring a strong and vibrant future! Join us and see how you can help change the world! For more information, visit www.knapp.com.

WHAT YOU GET TO DO

Project Manager I is expected to manage multiple projects of low complexity and up to one project of moderate complexity concurrently with direct supervision. The responsibilities of a Project Manager I, among others, may include as follows:

- Management of 2-4 projects up to $20 million in value or a single project up $5 million
- Expected project margins greater than 15%
- Manage retrofits or brownfield project(s) for existing KNAPP customers

- Integration of scope from only one KNAPP subsidiary company (typically, KNAPP AG, the parent company)
- Integration of limited 3rd party equipment (under 15% of project scope)
- Minor software development of established KNAPP products
- Projects with minimal contractual and schedule risks (e.g., KNAPP Standard Terms and Conditions, KNAPP Standard Payment Schedule, etc.)

Essential Duties and Responsibilities:

- Ensure all required communication between project stakeholders, KNAPP resources, suppliers, etc., occurs in a time frame and to the level of detail necessary for a successful completion of project
- Steer all project-related activities and ensure they occur in a timely manner
- Produce, distribute, and file documentation as required to ensure contractual requirements are met and all possible risk to KNAPP is mitigated. A partial list of documentation produced by a Project Manager may include:

  Meeting minutes with action items
  Confirmation of discussion
  Meeting agendas
  Critical path schedules
  Project risk register
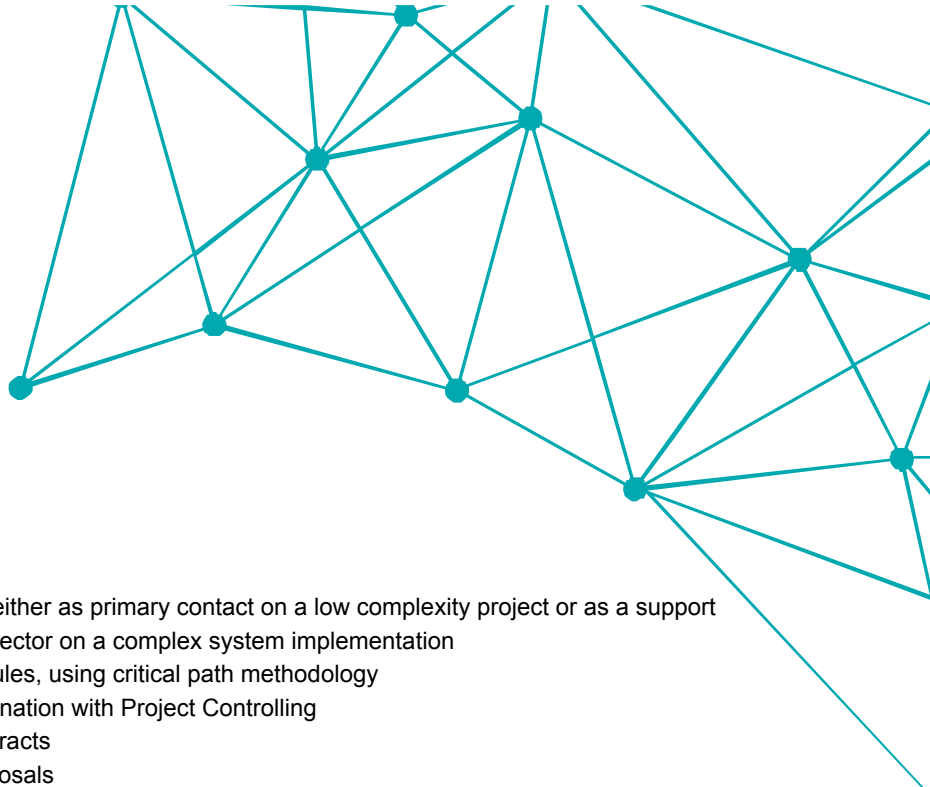 Commercial correspondence (Customer and Supplier)
  Cost analysis
  Status reports (internal and external)
  Open Issues lists
- Meeting minutes with action items
- Confirmation of discussion
- Meeting agendas
- Critical path schedules
- Project risk register
- Commercial correspondence (Customer and Supplier)
- Cost analysis
- Status reports (internal and external)
- Open Issues lists
- Know and understand when and to whom issues need to be escalated to eliminate negative impact on a project
- Operate and negotiate within KNAPP policies, procedures, and directives

- Communicate with the Customer directly either as primary contact on a low complexity project or as a support to a Senior Project Manager or Project Director on a complex system implementation
- Create, maintain, and track project schedules, using critical path methodology
- Maintain project budget forecast, in coordination with Project Controlling
- Manage customer's and sub-supplier contracts
- Coordinate change order pricing and proposals
- Evaluate Requests for Quote (RFQs) and subcontracts for major buy-out/3rd party components and systems, in coordination with Procurement and Final Engineering
- Coordinate with resources for the project with managers of internal teams (installation, commissioning, product, etc.)
- Drive resolution of all project-related open issues
- Manage multiple small projects simultaneously or provide support on a single large project
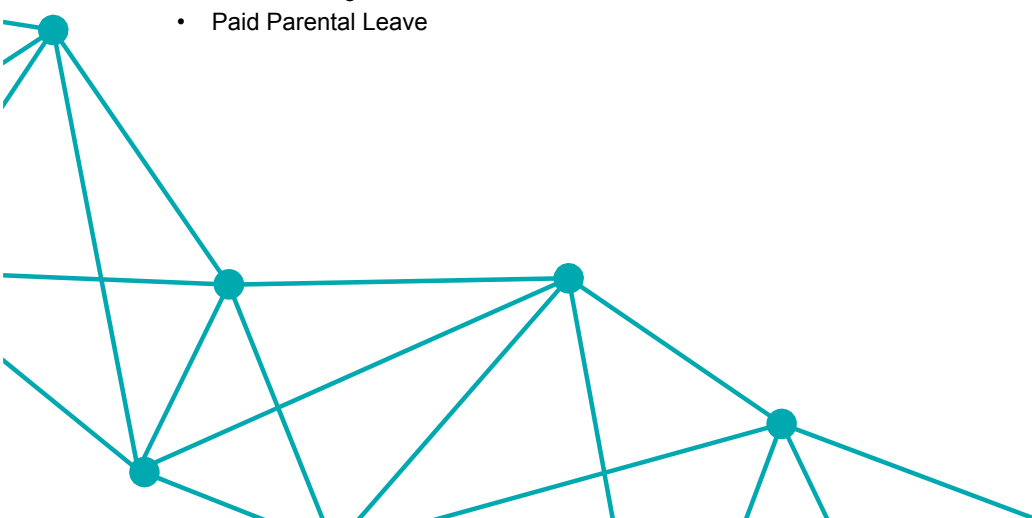
WHAT YOU HAVE

- Authorization to work in the U.S.
- Passport or ability to obtain passport
- Travel required up to 50%

  quarterly international travel
- quarterly international travel
- Professional office etiquette is required at all times
- Physical requirements may include:sitting, squatting, walking, reaching out to arm's length, reaching over-head, lifting between 50-100 pounds, and reading

WHAT YOU WILL GET

- 2 remote days per week
- Half day Fridays
- A beautiful new, state-of-the-art, office complex in Kennesaw, GA
- Industry competitive compensation
- Great benefits with better than average employer contributions, including health, dental, vision, life insurance, Flexible Spending Accounts, Short & Long Term Disability and more!
- 401k with a very generous employer match and no vesting!
- Paid Vacation & Holidays
- Profit Sharing
- Paid Parental Leave

- Subsidized Daycare
- Tuition Reimbursement
- Pet Insurance
- Subsidized food delivery
- Monthly celebrations
- Quarterly employee events
- Corporate Social Responsibility including recycling, sustainability and volunteering

KNAPP is an equal opportunity employer. We are committed to a work environment that supports, inspires, and respects all individuals without discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity, age, national origin, veteran, disability status or any other basis protected by law.

Due to the safety-sensitive nature of this position, strict adherence to KNAPP's drug-free workplace policy is required. All candidates will be subject to drug-screening in accordance with the policy and will be expected to remain drug-free during their employment. There will be no exception if recreational or medical use of marijuana is permitted in the location of employment and/or residence or if use of marijuana is only during "off-hours."