



Hiring for Project Manager

IDEAS Engineering & Technology, LLC (IDEAS-TEK) is a fast-paced, rapidly growing space technology company focused on high-reliability, mission-critical systems. Our clients include the Space Force, Bluehalo, Leidos, and other key space companies. Our focus is:

Embedded systems | Digital microelectronics | High-performance computing and sensing systems

Come join our nimble team of engineers and scientists in Albuquerque, New Mexico where you will have an opportunity to LEARN and LEAD. Recognized the last four years by New Mexico Technology Flying 40 as one of the fastest growing companies in New Mexico.

- Competitive salary
- Excellent working environment and benefits (Medical, Dental, Vision, and Life Insurance)
- Retirement plan with company matching
- Flexible schedule; PTO

US Citizenship/Permanent Residency is Required

Duties and Responsibilities

Your main objective will be to plan and manage the successful execution of technical projects and design-to-production projects with strict schedule and budgetary constraints. This includes the following responsibilities:

- Work with Senior Management and/or technical leads to:
 - Define project scope and objectives;
 - Estimate resources needed to reach objectives;
 - Prepare budget based on scope of work and resource requirement;
 - Develop a detail project schedule and work plan;
- Manage resources in an effective and efficient manner;
- Track project costs in order to meet budget;
- Manage the project schedule and work plan;
- Provide project updates on a consistent basis to various stakeholders about strategy, adjustments, and progress;
- Manage contracts with vendors and suppliers by assigning tasks and communicating expected deliverables;
- Ensure the timely acquisition of materials and components needed for the execution of the projects;
- Monitor progress and make adjustments as needed;
- Measure project performance to identify areas for improvement;
- Ensure the documentation of projects and related end-product is up to date;
- Interface with customers in collaboration with senior management (if needed).



Knowledge, Skills and Abilities Required

- 3 to 5 years of experience as a project manager or similar role;
- At least 3 years of experience working in with technical teams (engineers, physicists, etc.);
- Strong documentation and writing skills;
- Strong familiarity with project management software tools, methodologies, and best practices;
- Experience with electronic supply chain;
- Team player, methodic, organized;
- Proven ability to solve problems creatively;
- Experience seeing projects through the full life cycle;
- Excellent analytical skills;
- Strong interpersonal skills and extremely resourceful;
- Proven ability to complete projects according to outlined scope, budget, and timeline;

Desired Qualifications

- Project Management Professional (PMP) certification;
- Familiarity with NASA and Military fabrication, quality, and reliability standards for electronics;
- Experience in the space industry.
- A high aptitude for learning and adapting to new and quickly changing technologies;
- Familiarity with Quality assurance and ISO9001.

EDUCATION- Minimum Qualifications

- Bachelor of Science in a technical or scientific field. A non-technical field will be considered if the candidate has extensive experience working in technical projects.

IDEAS-TEK is an equal opportunity employer and does not discriminate on the basis of race, religion, color, national origin, age, sex, gender, gender identity, gender expression, genetic information, disability or any other characteristic protected by law.