

ASSOCIATE PROJECT MANAGER

Opportunity:

A fast-paced, entry-level position, the Associate Project Manager (APM) role requires strong organizational and decision-making skills and the ability to communicate effectively with others. This important role requires a professional with proven high levels of personal integrity, follow-through and the ability to get results while representing our client's best interests.

Position:

Reports directly to the SVP, Project Management. Working under the direction of an experienced Hixson project manager, the APM will learn to direct the efforts of project teams comprised of experts from multiple disciplines; understand client needs and work with the project team to translate those needs into cost-effective, successful solutions; manage scope, budget, quality and other project details in a proactive, timely manner, identifying and solving issues as needed.

Candidate:

- A Bachelor's degree, preferably in engineering, architecture or other related field
- Ability to communicate effectively, orally and in writing, with clients and associates; particularly speaking before a group
- Conflict management skills
- Strong organizational and multi-tasking skills
- Self-starter with the ability to work within a deadline-driven environment

Compensation:

Competitive compensation commensurate with experience, plus excellent benefits package; Hixson offers a team oriented work environment, opportunity for personal and professional growth, challenging projects, and ownership potential.

Contact:

Submit resume to Martha Montgomery, Staffing Facilitator, Hixson, 659 Van Meter Street, Cincinnati, OH 45202; Fax: 513.241.1287; E-mail: Careers@hixson-inc.com. **EOE/M/F/D/V**