



Project Manager

Singer Vehicle Design – Sun Valley, California

About Us:

Since 2008, boutique restoration house Singer Vehicle Design, based in Sun Valley, California, has been sharing its obsession to celebrate the Porsche 911 – and with more than 100 commissions globally delivered to date, that obsession has been mastered through the craftsmanship of its artisan team and the ability to envision its clients' desires to reimagine the ultimate bespoke air-cooled 911. Through the highest levels of creativity, performance, engineering and technology – and now, partnerships with iconic and globally recognized organizations like Williams Advanced Engineering -- Singer has become THE symbol of why “everything is important.”

This full-time position in our Sun Valley office, includes competitive vacation and health benefits.

JOB TITLE: Project Manager

The Project Manager will lead a multi-disciplinary team to deliver a number of key projects. They will be the key figure in driving the successful delivery of the performance, as well as cost and time specifications of their projects.

This role requires technical understanding with the ability to understand and communicate the project's status, risk and technical progress to senior management, whilst interacting with engineers to strike a balance of risk and reward on solutions.

Duties and Responsibilities:

- Help to establish the viability of new projects, researching business case, and financial viability
- Drive projects to completion “on time and on budget”
- Drive technical resolutions, as needed
- Lead communication with all stakeholders acting as a first point of contact with all stakeholders for their project
- Responsible for defining the communications plan for each project to ensure all stakeholders are kept informed in an efficient manner
- Define the project team setup in conjunction with the engineering leads detailing the makeup of the team to achieve project completion.
- Ensure the definition of appropriate KPI's and provide regular and up to date reporting

Skills/Qualifications:

- Engineering degree (Mechanical preferred) and/or an MBA is desirable
- Formal Project Management training/qualifications are desirable but not essential
- Demonstrable ability to organize, simplify and present information for review, and decision making
- Good working knowledge of Microsoft Office Suite and Microsoft Project



- Minimum of 3 years' project management experience in a similar field demonstrating good knowledge of the complete project life cycle
- Automotive Industry experience preferred
- Strong communicator; ability to convey complex issues concisely and accurately in writing and orally
- Outstanding project management capabilities (i.e. estimating and planning, risk management, status reporting, budget tracking, benefits analysis, stakeholder management and communication, resource management).
- Willing to proceed with imperfect information, comfortable making decisions and then supporting after-the-fact
- Willing to initiate a project with limited data to gather facts and information that will inform larger strategic decisions.
- Strong leadership skills; able to quickly form cross functional and high performing teams
- Excellent interpersonal skills; ability to build productive working relationships to influence and overcome different personalities and personal agendas
- Effective manager of multicultural teams situated in different sites and in different countries with a balanced hard and soft skill approach
- Excellent analytical skills; to be able to assess problems thoroughly and drive logical conclusions
- Confident and comfortable interacting with senior executives without being tempted to dilute unpleasant news or back down from well-reasoned analysis
- Credible ability to demonstrate a good level of understanding of engineering processes in order to work with design teams throughout the project development cycle; always prepared with relevant back up data and information.
- Able to multi-task and plan effectively when working with a variety of project teams in an often high-pressure environment
- Able to understand the financial impact of projects and be able to communicate and make recommendations based on those impacts

IMPORTANT NOTICE:

This position is not limited to those duties in the job description. Duties and responsibilities can be changed, expanded, reduced, or deleted to meet the business needs of Singer Vehicle Design. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

AAP/EEO Statement: Singer Vehicle Design (SVD) values a diverse workforce and as an Equal Opportunity Employer, SVD does not discriminate on the basis of race, creed, color, national origin, gender, religion, age, sexual orientation, disability, marital status, veteran status, or any other status legally protected by Federal, State, or Local law. SVD assures you that your opportunity with this Company depends solely on your qualifications and other job-related factors

Salary: Salary, based on experience

Benefits Package:

Singer Vehicle Design Benefits Package consists of Medical, Dental, Vision, and Life Insurance, Aflac Supplemental/Indemnity Plans, Paid Time-Off (PTO), and eight company-paid holidays.