

Project Manager

Who We Are:

Water Mission (WM) is a nonprofit Christian engineering organization that designs, builds, and implements safe water, sanitation, and hygiene (WASH) solutions for people in developing countries and disaster areas. Since 2001, Water Mission has used innovative technology and engineering expertise to provide access to safe water for more than 3.6 million people in 55 countries. Water Mission has more than 250 staff members working around the world in permanent country programs located in Africa, Asia, North America, South America, Central America, and the Caribbean. To learn more, visit WaterMission.org.

Position Summary:

Working under direct supervision of the Regional Program Director, this position is responsible for applying sound engineering principles, project and program management techniques, and excellent written and verbal communications skills. This position will manage scopes of work, schedules, and budgets of a variety of international water and sanitation projects to support our country programs and will require significant field office and client/donor interaction. The position is based in Charleston, SC, USA and will require international travel to remote locations in developing countries. Duration of travel lasts typically 2-3 weeks and occurs 2-3 times per year.

Position Responsibilities:

- Work in a team environment to provide technical direction and assistance for technicians, volunteers, and other engineers
- Prepare written proposals and cost estimates for assigned programs and projects
- Manage multiple simultaneous projects
 - Maintain good communications with the project investor(s), i.e. - in-country staff and in-country partner organizations
 - Ensure that project is executed according to an agreed upon Scope of Work, Design, Schedule, and Budget
 - Prepare and submit agreed upon Project Status Reports
- Coordinate both local and international shipments
- Provide approval of all program and project related expenses and purchase orders
- Work with the Engineering and Development Department to implement and develop new project standards, process, and research studies
- Work with the Community Development Department to implement Health & Hygiene training, Micro-Enterprise training, Community Leadership training, and the Living Water message for projects
- Conduct field inspections and site assessments in developing countries
- Participate in disaster response activities as needed
- Work with senior leadership to develop and implement annual operating plans and budget

- Prepare and make presentations to the Operations Team, Strategic Partners, donors, and volunteers

Qualifications Required:

- Bachelor's Degree in Civil, Chemical, Environmental, Mechanical or other Engineering field; other degrees considered are: Construction Management, Science or Mathematics or equivalent work experience
- Minimum 2 years of progressive engineering and project management experience, 5+ years preferred
- Advanced skills with MS Office suite (Word, Excel, Outlook) and familiarity with engineering software such as MS Project, AutoCAD, etc.
- Excellent analytical skills
- Excellent project management skills
- Excellent relationship and conflict resolution skills
- Excellent verbal and written communications skills
- P.E. license preferred

Competencies:

- Teamwork
- Concern for Quality
- Flexibility
- Production Efficiency
- Results Orientation

Interested, qualified applicants should apply at: <https://watermission.org/get-involved/join-our-team/careers/>