



TITLE: Engineering Project Manager

DEPARTMENT: Engineering

JOB LOCATION: Hudson, NH

REPORTS TO: Director, Technology

POSITION OVERVIEW:

The Engineering Project Manager will be responsible for the execution of many aspects of the day-to-day engineering activities and projects at the Game Creek Video Hudson, NH field shop as directed by the Director, Technology. Additionally, this person will participate in the design and build process by contributing fresh ideas for inclusion in truck system designs, as well as participate in the creation of relevant design documentation, testing procedures, and training initiatives.

5 KEY RESULTS THAT DEFINE SUCCESS IN THIS JOB

- Project Management
- State of the Art Fleet
- Technical Resource Leader
- Research and Development Innovation
- Training and Development

JOB RESPONSIBILITIES:

- *Day-to-Day Engineering Activities and Projects*
 - Oversee onsite truck systems maintenance and upgrade projects across the fleet
 - Participate in the resolution of all ongoing technical issues via online task management system to ensure Engineers are fulfilling responsibilities (from issue creation to final resolution); communicate key patterns and final resolutions to Engineering leadership team, escalate when the situation requires it, and offer recommendations for improvement
 - Provide direction and assistance to onsite Engineers during maintenance and upgrade projects
 - Supervise and direct the activities of onsite vendors (integration and manufacturers) to ensure scope of work is followed and completed as agreed upon by both parties
 - Help to build and maintain new and existing vendor relationships

- *Design Initiatives*
 - Contribute to the design of new and upgraded facilities by participating in ongoing dialogue surrounding technical, operational, and budget considerations and tradeoffs
 - Participate in the creation and maintenance of design documents through industry standard software tools such as Excel, Word, and AutoCAD
 - Participate in design and technology discussions with vendors and clients as required
 - Participate in the creation and maintenance of a complete Bill of Materials to deliver to Purchasing Manager
- *Testing and Configuration*
 - Under supervision of Director, Technology, interface with Engineering Manager, Engineers, and apprentices during the final stages of truck project integration to direct all activities related to test and configuration
 - Manage build projects via online task management system and work to resolve technical issues that may occur prior to rollout (i.e. integration and wiring errors, faulty equipment) to ensure a flawless end product
 - Coordinate internal resources and third parties/vendors for successful execution of projects
 - Communicate potential technical risks to a build to Engineering leadership team and offer creative solutions
- *Research & Development*
 - Under the direction of Director, Technology, conduct research on various engineering topics directly related to ongoing projects and initiatives
 - Proactively pursue professional development opportunities that will advance personal and Game Creek Video growth
- *Training*
 - Assist Director, Technology and Engineering Director in the development of targeted training programs for Engineering staff and Apprentices
 - Collaborate with Engineering Leadership team and Human Resources to develop and deliver training topics

JOB REQUIREMENTS:

- Broad fluency in all common remote truck systems
- Ability to communicate highly technical concepts to others in a clear and concise manner
- Strong troubleshooting abilities
- Demonstrated knowledge of design and implementation of ethernet networks
- Strong project management skills: ability to apply the appropriate knowledge, skills, and resources to efficiently manage all stages of a project, including planning, execution, and review
- Build strong relationships with Game Creek staff, clients, and vendors
- Ability to recognize when alternative action may be needed and identify the correct strategy to push business needs forward
- Must be a self-motivated and passionate team player with strong attention to detail
- Excellent time management skills during a constant state of flux
- Self-starter; must be able to work well independently with minimal supervision
- Ability to handle confidential and proprietary information
- Develop innovative solutions to critical business problems

MINIMUM QUALIFICATIONS:

- 8+ years of operational experience in a remote broadcast engineering environment
- 5+ years in a management/team leader role
- Demonstrates proficiency with various broadcast equipment
- Ability to travel up to 20% of the time
- Excellent communication and interpersonal skills, including the ability to work with individuals at all levels in the organization and build strong relationships
- Ability to work effectively with diverse styles, skills, and abilities
- Airline travel required; possess or be willing to acquire a U.S. passport
- BA/BS in Engineering or other advanced technical degree preferred
- COVID-19 vaccination unless reasonable accommodation is approved

PHYSICAL JOB REQUIREMENTS:

- Must be able to walk or stand up to 8 hours at a time
- Ability to bend, squat, kneel on both knees, and climb stairs frequently
- Ability to lift up to 50-75 lbs. frequently
- Ability to carry 50 lbs. a distance of 50 feet occasionally
- Ability to pinch (10 lbs.) and grip (50 lbs.) related broadcast equipment
- Must be able to maintain a position within a space 3.5 - 4 feet tall up to 1 minute occasionally
- Ability to horizontally transfer 40 lbs. on a push-pull cart up to 50 feet
- Ability to vertically transfer 50 lbs. on a push-pull system with upper extremities only from 4.5 – 6 feet
- Ability to ascend and descend a ladder

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