



WEBCO HR, Inc.

Let Experience be Your Guide

SENIOR PROJECT MANAGER – VAN NUYS, CALIFORNIA

WEBCO HR, Inc. is seeking a Senior Project Manager for one of our clients located in Van Nuys, California.

SUMMARY:

Reporting to the Director of Program Management, the Senior Project Manager is responsible for establishing and managing project timelines for New Product Development. The Senior Project Manager will be a key leader on the PMO team and be responsible for managing the flow of key projects from conception to completion.

RESPONSIBILITIES:

- Develops and manages schedules for cross-functional departments to ensure projects are on time
- Manages and oversees the timely flow of projects from conception through completion; formulate and manage timelines and reports
- Monitor project progress by tracking schedules, migrating risks and resolving issues
- Works with cross-functional teams to maintain and archive project artifacts
- Serve as the key liaison for assigned cross-functional department
- Lead weekly check-in meetings with assigned cross-functional departments to keep them informed on assignments, schedules, productions, etc.
- Diplomatically enforce deadlines and problem solve in an efficient and professional manner
- Assists employees with procedures relating to organizational projects
- Assesses and refine processes, driving for efficiencies and timeliness of work
- Identify, develop and conduct any training needed as related to projects or systems
- Other duties may be assigned

REQUIREMENTS:

- 5+ years of experience in project or traffic management within the consumer products space or other consumer facing sectors. Must have a minimum of 5 years of product launch experience.
- BA or BS degree or equivalent work experience strongly preferred. Relevant agile, program management and delivery certifications desirable.
- Prior experience implementing process improvements preferred.
- Experience using and solid understanding of project management systems such as Workfront is strongly preferred.
- Advanced knowledge of PowerPoint, Word and Excel; plus the willingness to learn new software and management tools as needed. Knowledge of the Mac platform is a plus.
- Experience prioritizing multiple projects and tasks with changing requirements

- Excellent written and oral communication skills

COMPENSATION:

- Base Salary
- Full Benefits

COMPANY:

Our client is on a mission to be the most loved baby lifestyle brand in the world! Founded in 1990, the company has sold billions of dollars of products through our key retail partners: Target, Walmart and Amazon and has global distribution in over 45 countries. The company has grown to seven offices worldwide and sells its products worldwide. We are the world's premier baby products lifestyle brand and are made up of the most knowledgeable, passionate, and creative people in our business.

They make their mark by being award-winning leaders in design and innovation. They have a portfolio of over 300 patents and has recently averaged over 20 new patents awards per year. We are passionate, creative, and believe in only making the best products. That's why we have over 1 Million 5-star reviews across our portfolio!

WEBCO HR, Inc. is an Equal Opportunity Employer

APPLY