

**Job Title: Deputy Project Manager****Position # J-IMZOSG**

Grit Government Solutions is looking for a qualified Deputy Project Manager to work at our customer's facility located in Orlando, FL.

Serve an integral role in the firm by providing assistance and support across multiple projects and managing the team to ensure the project conforms to the client's requirements. This position will support the needs and expectations of the client, including establishing and communicating project requirements and ensuring the team delivers a final product which meets the requirements; assist in the development of a detailed scope of work, budget, and schedule; provide ongoing communication to the project team, ensuring objectives are clear; direct the project team through all phases of the project to achieve the desired results within the established budget and schedule; identify need for contract amendments; and serve as the liaison with the project team throughout the duration of the project. This position may also serve as a point of contact for the client on small, low risk projects.

Requirements:

- Bachelor's degree from an accredited program and seven years relevant experience, or an equivalent combination of education and experience.
- Professional Engineer, Registered Architect or Interior Designer, and/or Licensed General Contractor is preferred.
- Have a passion for project management and possess solid knowledge of project management duties. PMP certification is preferred.
- Be proficient with Microsoft Office.
- Possess strong attention to detail, commitment to follow through, and ability to work independently following general direction and oversight from leadership.
- Be able to multi-task, prioritize workload, set priorities, and manage multiple projects and assignments.
- Have strong verbal and written communication skills, as well as strong interpersonal skills, with the ability to relate to and understand people in a courteous and professional manner.
- Possess the ability to build and maintain strong working relationships, demonstrate professional courage, and guide and influence others.