

## Position Description

The employee is expected to adhere to all Company policies, procedures, and regulations.

**Date:** Apr 17, 2023  
**Position Title:** Technical Project Manager (Tool Management)  
**Reports to:** Director Ramp-Up  
**Department:**  
**Location:** Mobile, AL  
**Division:** Airbus Americas

**Grade:** TBD  
**Position Code:**  
**FLSA Status:** Exempt  
**EEOC Class:** Exec/Sr Level Mgrs  
**Siglum:** AALUR1

**Position Summary:** The project manager will be responsible for leading projects using project & program management tools and techniques. Accountable for effective decision making to ensure risks are mitigated as well as scope and schedules goals are met. Responsible for managing the project finances to ensure budgets are maintained and resources are utilized properly. Lead cross functional teams to achieve project milestones and support stakeholders using change management processes.

### Primary Responsibilities:

- **Collaborate with project teams to ensure project execution On-Time/On-Quality/On-Cost**
- Put together business cases using financial and operational data
- Establish project schedule(s) and control of the project(s) using earned value management
- Define & manage the industrial set-up of project(s) to include the work breakdown structure
- Establish the project governance and organize project teams/work package leaders into the organizational breakdown structure
- Manage project resources within the company's matrix organization
- Assist in financial planning, cost analysis and control for projects operational and capitalized expenditures
- Control and report of the project status to customers and to the internal organization
- Manage of Risks & Opportunities
- Analyze As-Is conditions and defining and developing the To-Be solution
- Create and implement the project customer acceptance plan
- Track tasks and actions against the project baseline
- Establish KPIs to ensure project targets are being maintained
- Manage project milestones as well as prepare and present milestone gate reviews with senior leadership steering committee
- Maintain stakeholder engagement and communication plans
- Responsible for internal and external customer contact
- Lead projects in the FAL Mobile in collaboration with the Industrial Engineering department in Europe
- Change management practices to be utilized in the deployment of the projects
- Monitor the performance of the deployed project
- Collect lessons learned and best practices

### Qualified Experience / Skills / Training:

The Company reserves the right to revise, change and/or modify job duties, responsibilities or working conditions as the need arises, with or without advance notice. Employment with the Company is at-will. This position description and the statements contained within it do not create any contractual rights between the Company and its employees, either express or implied.

**Education:**

- Required: Bachelor's degree in Engineering, Business or Management

**Experience:****Required**

- 3 or more years of experience working in project and program management
- 3 or more years in a production or industrial environment

**Preferred**

- Experience in aviation/aerospace/automotive
- Experience with tooling/asset management and factory digitalization

**Licensure/Certifications:****Preferred**

- PMP Certification or AIB Bronze Level Certifications
- Agile, Six Sigma Green Belt, Lean+, DfSS, or Black Belt Training

**Knowledge, Skills, Demonstrated Capabilities:****Required**

- Must demonstrate proficiency in G-Suite and Microsoft applications
- Strong knowledge of PPM tools and techniques
- Excellent organizational and time management skills
- Ability to galvanize a team together to reach the project goals
- Demonstrated effective communication skills
- Strong analytical and problem solving skills in math and science
- Able to work independently and prioritize duties with minimal supervision in order to meet deadlines
- Ability to handle multiple tasks while dealing with a high volume of complex information and specific deadlines
- Effective communication skills including the ability to write reports and present data to senior management
- Ability to speak to large groups of people to present status reports

**Preferred**

- Experience using LBIP+/DMAIC methodology

**Communication Skills (Spoken, Written, Influencing, Proficiency in Other Languages):**

- 

**Technical Systems Proficiency:**

- 

**Travel Required:**

- Domestic and International – 10% or as required

**Eligibility:**

- Able to work in the US without a current or future need for visa sponsorship

**Clearance:**

- None

The Company reserves the right to revise, change and/or modify job duties, responsibilities or working conditions as the need arises, with or without advance notice. Employment with the Company is at-will. This position description and the statements contained within it do not create any contractual rights between the Company and its employees, either express or implied.

**Decision Making, Complexity:**

- Moderate to High

**Organizational information:**

- Reports to: Director, Program Ramp Up
- Supports: Technical Project Management Leaders, Director, Team, Operations

**Direct Reports:****Exempt:****Non-exempt:****Job Dimensions, Contributions to Success:**

- Reports to: Director, Program Ramp Up
- Supports: Technical Project Management Leaders, Director, Team, Operations

**Nature of Contacts:**

Involved  communication on a  daily  basis with  internal and external parties .

**Physical Requirements:**

*Includes: Lifting, Carrying, Pushing/Pulling, Sitting, Standing, Squatting/Kneeling, Walking, Speaking, Hearing, Vision, Manual Dexterity, Travel. Include estimated time or percentage for each factor and maximum weight for lifting.*

**Vision:** adequate to enter and read material on computer screens. Able to identify individuals to initiate greetings, the giving of directions and other business interactions

**Hearing:** able to hear sufficiently to engage in conversation in office settings. Able to hear safety alerts and warning signals.

**Speaking:** able to engage in conversations in person and via electronic means and deliver information to groups of varying size with or without amplification.

**Equipment Operation:** Able to operate a wide range of personal and office electronic equipment.

**Carrying:** able to occasionally carry up to 30lbs (assist in office and meeting set-up)

**Equal Opportunity:** Airbus is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. Airbus is also committed to compliance with all fair employment practices regarding citizenship and immigration status.

As a leader in our field, Airbus provides relocation assistance for qualified positions and a comprehensive compensation and benefits package.

As a matter of policy, Airbus does not sponsor visas for US positions unless specified. Only applicants with current work authorization will be considered.

Airbus does not offer tenured or guaranteed employment. Employment with Airbus is at will, meaning either the company or the employee can terminate the employment relationship at any time, with or without cause, with or without notice.

---

**Position Description Approval**

The Company reserves the right to revise, change and/or modify job duties, responsibilities or working conditions as the need arises, with or without advance notice. Employment with the Company is at-will. This position description and the statements contained within it do not create any contractual rights between the Company and its employees, either express or implied.

[Position Title Here]

[Date Created Here/Revision Date Here]

Department Approval:

Date:

HR Approval:

Date:

**BELOW FOR HR USE ONLY**

**HRBP's REMOVE ALL INSTRUCTIONAL NOTES BEFORE UPLOADING INTO APPLICANT PRO JOB TEMPLATE (Notes are in italics).**

The Company reserves the right to revise, change and/or modify job duties, responsibilities or working conditions as the need arises, with or without advance notice. Employment with the Company is at-will. This position description and the statements contained within it do not create any contractual rights between the Company and its employees, either express or implied.

*[Position Title Here]*

*[Date Created Here/Revision Date Here]*