



**Affinity Energy**  
Reliable Control Solutions

11900 Sam Roper Drive, Charlotte, NC 28269 / 704.766.2060

[affinityenergy.com](http://affinityenergy.com)

## Position Advertisement

---

### Technical Project Manager

Our company provides systems and services that allow mission critical facilities and distributed generation plants to operate safely, efficiently, and reliably. Specifically, we design, implement, and support the controls, instrumentation, and monitoring systems.

Our Project Managers are experienced at managing technical personnel, operate with urgency, and are persuasive motivators. If you are looking to grow professionally, view work and life as an intertwined journey, and appreciate candor, you'll fit in perfectly.

As a Project Manager, a typical day might include the following:

- Hold a weekly resource planning meeting to schedule engineers to projects and discuss new project schedules.
- Manage multiple project timelines and budgets in project management software, and update contact and sales information in Salesforce daily.
- Write sales proposals for current customers.
- Quickly respond to a project crisis with a feasible and customer-accepted solution within a timely manner.
- Travel onsite to understand a new customer's project and scope.
- Call a new customer to nail down their vision, project scope and feasibility.
- Report to management to ensure project scope and direction are on schedule, and budget.
- Attend a meeting on an active construction site.
- Approve project billing milestones, weekly timesheets, and change orders.
- Facilitate material procurement, shipping, and receiving within projects.
- Work with, manage, negotiate with, and build positive relationships with customers, vendors, subcontractors, engineers, and other teammates.

### This job might be for you if:

- You have at least 2 years of project management experience within a technical environment and are looking to qualify for your PMP.
- You enjoy building and leading teams towards a common goal.
- You have expert organizational skills and a strong ability to multi-task concurrent projects in a sometimes-chaotic construction environment with tight deadlines.



**Affinity Energy**

Reliable Control Solutions

## Position Advertisement

- 
- You know when you need to involve management and when you don't and have the confidence to make decisions in the interest of keeping the project moving forward.
  - You feel comfortable proactively identifying and quoting new business development opportunities within your accounts, projects, and past customers.
  - You are devoted to managing projects that must stay within very strict budgets, and schedules.
  - You're a clear and deliberate communicator with all internal and external project customers to ensure seamless project completion and long-term customer relationships.
  - You are cool under pressure and handle conflict and controversy in an expeditious manner.
  - You pay attention to the details.
  - You take ownership of your time, which means you are a master of planning, anticipating, prioritizing, and delegating.
  - You can demonstrate a successful track record of project management and results.

All things being equal, the most important factors in evaluating candidates are attitude and aptitude. Although we prefer candidates who have direct experience managing technical projects from a construction background, we ultimately want to work with people who have professional goals, a strong desire to make an impact, and seek continuous improvement.

*We believe the ideal candidate for this position has or is working as a control systems integrator or automation professional and has made or wants to make a transition to project management as part of their professional growth plan.*

### **Specs**

Location: Charlotte, NC

Status: Full-time, non-exempt. Also, willing to consider part-time, non-exempt.

Salary Range: Commensurate with status and experience level.

Benefits: medical, dental, STD/LTD, life, 401K, profit sharing

Experience: 3+ years as a control systems integrator or automation professional and 2+ years' experience managing the development and installation of systems in a construction environment.

Education: Technical or construction management bachelor's degree required

Travel: 20-40%



11900 Sam Roper Drive, Charlotte, NC 28269 / 704.766.2060

[affinityenergy.com](http://affinityenergy.com)

**Affinity Energy**

*Reliable Control Solutions*

## Position Advertisement

---

Relocation: No

Required: Valid US driver's license, drug screen, background check, able to work in the US for any employer