



Project Lead Washington, DC

Description: Novonics Corporation is seeking highly motivated individuals to manage programs and projects in our Washington, DC office.

Tasking:

- Read, interpret, and update paperwork throughout the course of the project.
- Develop and maintain a schedule for each and every project. Be sure the project stays on, or ahead, of schedule.
- Understand the scope of the project and be ready to discuss and implement change orders as they occur.
- Provide hands-on production of the project from start to finish.

Education:

Must have a Bachelor's Degree in an applicable field AND five (5) or more years of relevant experience, OR fifteen (15) years of relevant experience. More senior position requires a Bachelor's Degree in an applicable field of study and ten (10) or more years of relevant experience OR twenty (20) years of relevant experience.

Experience/Knowledge:

- Requires proven PM experience managing programs and projects.
- Expertise in planning, organizing and prioritizing work, meeting deadlines, managing multiple tasks in a highly complex dynamic environment.
- Maintaining fiscal responsibility is critical.
- Knowledge of FAA organizations is desirable.
- Task/Detailed oriented.
- Self-motivated and highly organized
- PMP Certification is a plus
- FAA experience desired.

Travel: Some travel may be required.