

**August 12, 2024**

## **Deputy Project Manager – Richland, WA**

**Job Type:** Full-time, salaried, exempt.

**Salary Range:** Market Rate salary range based on experience and skill level.

**Paid time off and generous benefits package, flexible hours offered**

### **Who We Are: An Award-Winning Team**

[AVANTech, LLC](#) solves some of the most challenging problems in the water industry – from being first responders to the [Fukushima Nuclear Plant](#) meltdown to implementing patented first-of-its-kind technology. We are a rapidly growing technology company which designs, fabricates, and maintains operation of water treatment equipment for government, nuclear, and commercial clients. Our projects include industrial water recycling and cleaning up legacy cold war wastewater at government sites. AVANTech’s goal is to improve the environment around us and support our clients with innovative sustainable water treatment solutions.

### **Benefits of Working at AVANTech:**

- Flexible work hours, including 4-day work week or other schedule options
- Generous paid time off and holidays
- Great opportunity for advancement with a growing company
- Varied insurance offerings with employer matching
- 401(k) savings plan with employer match

### **Who You Are:**

The **Deputy Project Manager** will work closely with the Project Manager, Production Manager, Engineering and Operations Departments and will be responsible for tracking and managing all stages of the project(s) assigned (i.e., research and development, proposal development, design, manufacture, installation, and commissioning).

The primary focus for the Deputy Project Manager will be to assist the Project Manager in the generation of proposals, design, fabrication, testing and commissioning of systems used to treat liquid and solid waste, primarily in the nuclear industry. This will typically include skid-based systems, piping and vessels.

The Deputy Project Manager’s goal is to manage the details of all assigned projects and coordinate actions with all applicable departments.

**A Day in the Life:**

- Create proposal costing worksheets (Project cost estimates).
- Obtain quotes for materials identified in the proposal phase of a project.
- Develop and maintain project management matrices.
- Order component parts, maintaining inventory to support projects at all phases.
- Collaborate with department managers from planning phase all the way through delivery acting as liaison between team members, vendors, and customers to ensure deliverables, requirements, schedules, cost, and meeting plans are communicated.
- Utilize appropriate tools to plan and communicate project timelines, tasks, milestones, and deadlines.
- Develop work packages for distribution to the production floor for fabrication and support active fabrication projects through completion.
- Communicate any required design changes to Engineering for action.
- Support documentation requirements as directed to include photographs, reports, etc. at appropriate fabrication stage.
- Monitor task completion status to identify at-risk project tasks and accordingly allocate resources and hours to the project.
- Provide technical support to external and internal customers.
- Complete other duties as assigned by Management.

**What Will Set You Up for Success:**

- Minimum two years' experience in closely related field, and 2-4 years related educational training (Mechanical Engineering Degree preferred).
- Proactive, resourceful, and highly motivated with excellent verbal and written communication skills.
- Ability to work and adapt through schedule and scope changes in a high output environment.
- Proficient in Microsoft Office Suite and Adobe.
- Proficiency in AutoCAD 2D or Creo 3D preferred.
- Innovative with strong analytical problem solving and concept design skills.
- Ability to conduct cost and time estimations.
- Meticulous attention to detail and able to work independently and within a team.
- A high level of safe working practices and procedures awareness necessary.
- Prior experience in a fabrication environment is preferred.
- **All candidates must be able to pass drug test, pre-employment physical, and possible background investigation.**

To apply, send resume, cover letter, and salary history to: [swilson@avantechinc.com](mailto:swilson@avantechinc.com)

**AVANTech is an Affirmative Action/Equal Opportunity Employer**