



Project Manager

COMPANY

Lumasense is the leading professional lighting solutions provider in the Middle East, as well as the region's top Certified Value-Added-Partner for Philips Lighting. The company has delivered solutions for some of the region's most acclaimed projects including Burj Khalifa, The Aspire Tower, The Dubai Mall and The Atlantis. Lumasense continues to pioneer larger, more sophisticated, more innovative, and more intelligent lighting installations for the market's premier clients.

LOCATION: Doha, Qatar

SUMMARY

The Project Manager would be responsible for end-to-end management of multiple projects in our pipeline. The Project Manager will be tasked with delivering lighting installations of varying size and complexity. To be successful in this role, the Project Manager should be knowledgeable and experienced in widely-used project management tools & techniques, as well as best-practices in building & construction.

PRIMARY RESPONSIBILITIES

- Collaborate closely Lumasense Sales, Technical, Logistics & Finance teams to ensure the successful start-up and close-out of the project
- Simultaneously manage multiple large and complex projects with different requirements, schedules, issues, stakeholders, etc.
- Ensure the completion of the scope of work to the satisfaction of the client, while simultaneously ensuring that Lumasense's project performance expectations are met.
- Ensure the orderly, efficient, and timely completion of the project in accordance with requirements specified in the contract documents.
- Work to build a cooperative partnership between the client, contractor, and project stakeholders to ensure timely resolution of project issues.

JOB DETAILS

- Act as the primary point of contact for project-related issues such as logistics, installation scheduling, payments, service visits, etc.
- Organize and attend to onsite activities that may include, project mock -ups, construction supervision, field administration, testing & commissioning, final inspection, handover, and operator training
- Conduct meetings with contractor, consultants & clients in order to prioritize actions and ensure contract milestones are met.
- Maintain official project documentation files and logs, including project checklists and providing onsite photography
- Actively manage and report on the status of the project, deliveries, and installation schedules,
- Review and approve submittals, material certifications, and other project deliverables including testing & commissioning reports, training material, and handover submittals
- Complete the project closeout process including the accurate and timely submittal of project records and collection of payments and Letter of Credit documents
- Coordinate the accurate and on-time delivery of products to site

KNOWLEDGE AND SKILL REQUIREMENTS

- 7-10 of experience with construction project management
- A 4-year degree in Construction Management, Engineering, or related field
- Work requires willingness to work a variable schedule and occasional overnight travel.
- Electrical engineering experience a plus
- Ability to work across multiple trades and functions
- Excellent attention to detail and strong communication skills
- Ability to manage multiple priorities and a sense of urgency
- Must be highly organized and accustomed to a fast-paced work environment
- Valid GCC Driver's license