



## Company Overview

The ADAMS Group is a leading manufacturer of high-quality valves for critical applications in various industries. Founded in 1960 in Germany, ADAMS has expanded its global footprint for more than 60 years and currently employs more than 300 people around the globe. As a family-owned business with a global footprint, we combine the benefits of a non-publicly traded company with the benefits of having exposure to international clients and markets.

ADAMS Hydro Valves Inc. is a fully owned subsidiary of the ADAMS group. We specialize in the Hydro & Dams as well as Water & Wastewater sectors. Located in Ontario, California, ADAMS Hydro Valves Inc. services all clients in the United States and Canada. We work closely with our main manufacturing plant in Switzerland as well as our service shop in Houston, Texas. Our products include butterfly valves, spherical valves, ball valves, fixed cone valves, needle valves, pressure relief valves, and more. Our clients rely on our high-quality valves for critical applications such as Turbine Shutoff Valves or Main Inlet Valves, Penstock Shutoff Valves, Low Level Outlets, Pump Suction and Pump Discharge Valves, and more. As a full-service provider, we offer full system integration of our valves, starting with planning, design & engineering, through manufacturing, testing, and installation and commissioning of our valves.

## Job Description

As a Technical Project Manager, the successful candidate will be the primary point of contact for our clients. The Technical Project Manager leads client meetings, ensures the project scope is established, resources are allocated, the project is on schedule, budget is maintained, prepares client documentation, and ensures project deliverables are on time and within budget. As the primary point of contact to our clients, the Technical Project Manager will also provide initial technical expertise on our valves and products and advise the client on technical questions with the help of our Engineering & Design team.

## Responsibilities

- Manage multiple projects at the same time and coordinate with internal company resources.
- Provide project support as first point of contact for our clients and determine project needs and expectations.
- Define the project scope and communicate requirements to internal departments and external sub-suppliers.
- Manage multi-disciplinary teams to work on the established scope and deliverables in a timely and efficient manner.
- Prepare project schedules and monitor project budgets.
- Prepare project execution plans, quality assurance plans, and submittal logs (among other documents).
- Continuously assess project requirements and risks and adopt project execution plan to mitigate potential risks.
- Responsible for client documentation.
- Responsible for clear and timely communication with all stakeholders (internal and external) to keep the project on schedule and within budget.
- Provide technical expertise on ADAMS products and their application in the Hydro & Dams as well as Water & Wastewater sectors.
- Develop technical project requirements and initial conceptual layout of our proposed solution.
- Develop and maintain excellent working relationships with our clients.
- Represent ADAMS in front of our clients and the industry.
- Prepare and present slide shows for online teleconferences and in-person meetings.

## Qualifications

- 5+ years of relevant work experience in a similar role is required. Preferably in the Hydro & Dams or similar sector.
- Bachelor's degree in a relevant field of study is required.
- Proficiency in Microsoft Office.
- Proficiency in Microsoft Project or other scheduling software.
- PMP certification highly desired.
- PE certification is a plus.

## Knowledge and Skills

- Must possess exceptional communication and presentation skills.
- Must have prior project management experience.
- Must have client interfacing experience.
- Knowledge of project management standards and best practices.
- Engineering background and solid technical understanding preferred.
- Skilled in motivating multi-disciplinary teams to achieve project goals.
- Hydroelectric experience preferred.
- German language proficiency highly desired.
- Basic French language skills are a plus.

## Other Information

- A valid driver's license and passport are required for domestic and international travel.
- US citizenship or work authorization to work in the United States are required.
- Ability to travel up to 30% of working time.
- Job will generally be performed in an office environment, but will also require travel to client offices, industrial project sites, and manufacturing facilities.
- Work Type: Hybrid.
- Location: Ontario, California.

We are an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, caste, creed, religion, gender, marital status, age, ethnic and national origin, gender identity, gender expression, sexual orientation, political orientation, disability status, protected veteran status, or any other characteristic protected by law.