

Corporate Project Manager – Fairfax, VA



LR Associates, LLC is a Veteran owned federal government contractor providing facilities management and other services to various government customers. We support our customers with highly skilled personnel and provide customized solutions to accomplish the mission.

The Project Manager (PM) serves as the authorized agent for LRA's activity on all Support Services Contracts in their assigned territory. The PM is responsible for all contract performance located at designated Government sites as assigned. The PM is the primary point of contact for the Government customers. In addition, the PM manages LRA On-Site Manager/Supervisor(s) to ensure contractual requirements are met and exceeded. This role includes high-exposure and high visibility while providing strategic management to the overall mission and vision of LR-Associates, LLC.

Duties and Responsibilities:

Manage large custodial, warehouse and facility government contracts

Regular travel to various contract sites in assigned territory

Perform daily program management throughout the contract life cycle

Managing the project's budget

Assist in the preparation of proposals development and other Business development activities

Grow LRA's work with current customers and within those agencies

Manages and supervise the Project Managers actions and direct reports

Oversee customer support processes and organize them to enhance customer satisfaction

NECESSARY SKILLS AND KNOWLEDGE

- Two to five years of experience in Project Management with at least two years in the government contracting arena. Experience managing large custodial government contracts. Play a key role in managing and implementing requirements to staff. Advise upper management and ensure compliancy of all requirements. Provide guidance to staff, managers and serve as a point of contact between the government and the company on contractual matters.
- Must be able to obtain and maintain a Top Secret clearance; Active Secret preferred
- Bachelors' Degree preferred
- Bilingual English and Spanish preferred

- Strong analytical and quantitative skills - must have both an interest and skill in analyzing and prioritizing opportunities.
- Knowledge of Operations and Business policies and procedures.
- Experience in government contract business with winning proposals submitted.
- Skill in operating personal computers utilizing a variety of computer software.
- Skill in managing multiple priorities and tasks concurrently and meeting deadlines.
- Excellent oral and written communications.
- Skill in establishing and maintaining cooperative working relationships with other employees.

LR-Associates, LLC is an Equal Opportunity Employer

To Apply- please send your resume to careers@lrassociatesllc.com ; Include Corp Program Manager in your email subject line.