

Program Manager

Requisition Number:	18-09
Job Title:	Program Manager
Career Level:	Mid-Level
Location:	Littleton, Colorado
Relocation:	Negotiable
Education Required:	Bachelor's/ Master's Degree in Engineering or Related Field
Years of Experience:	5 - 11
Travel	As Necessary
Job Description:	OAI is seeking a Program Manager to support our commercial, government, and academic programs. Successful applicants will be responsible for managing day-to-day activities across an array of technical programs related to space systems, satellite development, simulation, and test environments.
Basic Qualifications:	<ul style="list-style-type: none">• Self-motivated and performing tasks with minimal oversight• Experience in a multi-discipline environment• Proficient in Microsoft Excel, PowerPoint, Word, and other Engineering Tools• Excellent verbal and written communication skills; the ability to professionally communicate and coordinate with a wide range of external program sponsors as well as internal management and administrative personnel• Sound fiscal and time management skills, attention to detail, and priority management to meet conflicting deadlines• Personable and a history of positive customer/public interaction
Required Skills & Knowledge:	<ul style="list-style-type: none">• Understand the customer's needs and issues, usually as a direct interface• Assemble and direct corporate resources toward contract execution• Discuss issues regarding scope, approach, cost, and schedule• Refine business requirements into functional requirements• Work as a member of a larger team with developers, engineers, management, testers, technicians, and support personnel• Supervise employees and help them achieve both personal and corporate goals• Ability to help organize and manage a team of personnel, develop program schedules, and control budgets to meet required deadlines
Desired Skills:	<ul style="list-style-type: none">• Experience as a Program Manager leading engineering teams• Understanding of satellites, space sensors and ground systems used for space• Demonstrated supervisory experience and proficiency in task management• Aerospace Industry Experience

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