



## **Position: Project Manager – Ship Repair**

### **Summary:**

Reporting to the Production Manager, the Project Manager oversees all phases of ship repair projects, ensuring they are completed safely, on time, within budget, and to customer and regulatory standards. This role serves as the primary liaison between the company, client, subcontractors, and regulatory bodies.

### **Key Responsibilities:**

- Plan, organize, and manage ship repair projects from initiation through completion.
- Develop project schedules, milestones, and budgets; monitor and control progress.
- Lead project teams, assign responsibilities, and ensure effective communication across departments (contracting, planning, operations, safety, procurement, etc.).
- Interface directly with clients to provide updates (to include daily production meetings and weekly progress meetings), resolve issues, and ensure customer satisfaction.
- Prepare and submit required reports, documentation, and billing packages.
- Ensure compliance with all contractual, regulatory, and safety requirements (e.g., USCG, OSHA, Navy standards).
- Identify risks, implement mitigation strategies, and manage scope changes.
- Oversee subcontractor performance and ensure quality control on all deliverables.
- Other duties as assigned.

### **Qualifications:**

- Bachelor's degree in Marine Engineering, Naval Architecture, Mechanical Engineering, Electrical Engineering or related field (preferred).
- Minimum 5–7 years of experience in ship repair or shipyard operations, with at least 3 years in project management.
- Strong knowledge of ship systems, drydocking, repair standards, and regulatory requirements.
- Proven leadership, organizational, and communication skills.
- Proficiency in MS Project or equivalent scheduling tools.
- Ability to work nights, weekends, and holidays based on project schedule.