



TriLite Technologies is a fast-growing Augmented Reality company based in Vienna, Austria & Palo Alto, California. We develop next-generation laser micro-projectors to enable the Augmented/Virtual/Mixed Reality head-mounted displays of the future.

To successfully continue our growth ambitions, we are looking for a

Project Manager (full-time)
(female/male)

Your responsibilities:

- Manages change control processes, including risk assessments, identification, and mitigation.
- Measures project performance by comparing baseline results to identify project trends, variances, and recommends corrective action when significant differences exist.
- Reports issues of concern/risks to management, project sponsor(s) or steering committee so that corrective action can be taken.
- Represents the project team to management, external agencies, vendors, and other stakeholders as requested.
- Develops project plans by integrating and documenting project scope, deliverables, processes, procedures, risks, and tasks to facilitate project execution, control, and closing processes.
- Partners with other management staff to estimate project deliverables, create staffing plans, and build schedules.
- Refines project requirements, assumptions, and constraints through communication with stakeholders incl. clients, supplier and contract manufacturer, and/or reviews project documents to baseline scope of work and enable development of an execution plan.
- Refines project time and cost estimates by applying estimating tools and techniques to all tasks to determine and define project baseline, schedule, and budget.
- Produces formal project planning documents such as: project charters, project scope statement, communications plan, risk plan, quality assurance plan, and staffing plan.
- Works with the other teams to create procurement documents such as: Statements of Work (SOW), Contractor Engagement Proposals (CEP), and Request for Proposals (RFP), Requests for Information (RFI), etc.
- Facilitates administrative and financial closure in accordance with the project plan to comply with organization and stakeholder requirements.
- Preserves essential project records, documents, and required tools by archiving them for future use to adhere to legal and other requirements

Your qualifications:

- Bachelor's degree in Optical Engineering, Electrical Engineering, Physics, or a related technical discipline with 4+ years of industry experience in project management
- Minimum of 4 years job-related experience leading projects through all phases of a project life cycle, including system design, development, implementation and process re-engineering.
- Equivalent combinations of education and experience may be considered on a case-by-case basis.
- Project Management Professional (PMP) certification preferred.
- Experience with MS Project or other project management tools.
- Knowledge of project management principles, methodologies, and practices as defined in the Project Management Body of Knowledge (PMBOK).
- Ability to analyze and evaluate customers' needs and recommend innovative solutions.
- Excellent knowledge of spoken and written English (International applicants: Knowledge of the German language a plus).
- Outgoing personality and good communication skills.
- Willingness to travel.

We offer:

- Being at the forefront of a research and development field that has the potential to change the way we consume information forever.
- Young pioneering team with a flat hierarchy structure.
- Intensive cooperation with international and reputable electronics companies.
- Excellent development opportunities.
- Competitive salary, dependent on qualifications and skills.

We are looking forward to receiving your application.

Please email your CV to hr@trilite-tech.com, with reference to the job title. No cover letter required.

TRI LTE TECHNOLOGIES

Email: hr@trilite-tech.com
Web: www.trilite-tech.com

