Project Manager – Medical Cart Development

Position Summary: The Project Manager plays a pivotal role in HUI's development team, overseeing the full lifecycle of our custom medical cart projects—from initial proposal through end-of-life. This highly collaborative position is responsible for managing multiple concurrent projects, coordinating cross-functional teams, and ensuring projects are delivered on time, within scope, and on budget.

In addition to project management responsibilities, this role will support customer service, engineering, and purchasing teams, while fostering strong relationships with both customers and vendors.

Responsibilities:

- Lead and manage multiple medical cart projects simultaneously through all phases: proposal, design, development, production, and end-of-life.
- Develop and maintain detailed project plans, timelines, and resource allocation.
- Coordinate cross-functional efforts between engineering, manufacturing, purchasing, customer service, and sales.
- Serve as the primary point of contact for customers during project execution, ensuring clear communication and high satisfaction.
- Assist in resolving technical and logistical issues that arise during project execution.
- Support purchasing efforts through vendor coordination and material planning.
- Collaborate with engineering on product specifications, design reviews, and manufacturability considerations.
- Drive continuous improvement by evaluating project outcomes and applying lessons learned to future initiatives.

Education/Training:

- Bachelor's degree in, Engineering, Business, or related field preferred.
- 3+ years of experience in project management, ideally within a manufacturing or product development environment.

Knowledge/Skills/Abilities:

- Exceptional organizational and multitasking skills with the ability to manage competing priorities.
- Strong interpersonal and communication skills, with experience interfacing with customers and vendors.
- Proficiency in project management tools and Microsoft Office Suite.
- Familiarity with manufacturing processes and engineering principles is a plus.
- Understand ISO9001, ISO1348.
- Technical Computer Skills: ERP Software, SolidWorks, Smartsheet is a plus.
- Willingness to travel 5-15% depending on customer project needs.

Working Environment:

- 90% - Office environment
- 10% - Manufacturing environment; clean, low to moderate noise, safety glasses required and other personal protective equipment where applicable.

If you are interested please apply directly on our website:

www.huimfg.com