

Project manager (AEC)

This is a key project management and leadership role within the Autodesk Consulting (AC) organization and working directly with Strategic Architecture, Engineering and Construction (AEC) Industry Customers in Russia & CIS region and occasionally also in other parts of EMEA as of needed. The individual will be responsible for providing project leadership, management, communication and implementation services throughout the project lifecycle and are responsible for the overall success of the project and the quality of services.

The PM's role is often difficult as they have to balance, the competing demands of:

- Scope, time, cost, and quality
- Internal and External Stakeholders with differing needs and expectations
- Identified requirements and expectations
- Project team dynamics

PMs will often get involved with projects and clients during the proposal phase to develop scopes of work, pricing estimates, and schedules as well as work with the legal department to address business-related contract issues. PMs take ownership for defining project vision and setting direction, organizing and staffing project teams within corporate guidelines, prioritizing work, and tracking and controlling projects. PMs will often interface with various functional groups and project teams. Project managers will be required to act in a supervisory capacity for the personnel on project teams.

Principal Duties and Responsibilities

This position will be responsible for managing medium to large consulting/implementation projects primarily for Strategic AEC customers implementing Autodesk BIM Solutions and Technologies. Job duties include supporting business development activities as required, and managing projects from initiation through delivery, including project planning and budgeting, project control and status reporting, team management, and related troubleshooting and problem resolution to ensure completion of assigned projects on schedule and within budget. This position will be responsible for managing multiple and/or complex projects. AEC design and lifecycle management domain expertise is essential.

- Effectively leading and managing internal and external resources to meet project objectives. Maintaining open communication among account team and project team members and leading project review meetings. Helping team members establish open, collaborative relationships. Maintaining enthusiasm, energy and focus in a variety of circumstances. Translating project objectives and vision into clear goals for the team. Managing team member to achieve project objectives.
- Managing a variety of project types and sizes. Project types include process consulting, business and management consulting, training, software implementation, and software development. Managing single or multiple projects

as needed based on size, type, and complexity. Understanding project management techniques and processes for all types of IT-based projects.

- Defining project resource plans, including internal and contract resources. Managing Autodesk and subcontractor resources during project delivery. Working with sales, legal, and finance personnel during proposal and contracting and delivery phases. Managing conflict and competition between teams and across organizational lines. Monitoring projects to ensure completion within defined schedule, budget, and quality parameters. Supporting revenue recognition process.
- Developing and maintaining project plans, schedules, and project control tools utilizing standard PM and PSA software. Leading project team members in planning, estimating, and controlling tasks. Comply with internal reporting standards and practices. Performing project plan analysis and evaluating risk and developing risk mitigation plans. Creating presentations, flow charts, diagrams, and other project documentation and deliver demonstrations to Autodesk and customer management and executives
- Interviewing and consulting with customers in order to gather and determine customer business and solution requirements. Working with new and existing customers in order to identify unrealized customer needs and promote Autodesk solutions to drive additional revenue. Recommending best practices for solutions to meet customer business needs.
- Supporting sales and business development by writing and/or reviewing proposals, writing scopes of work, and developing delivery estimates and resource requirements for solution. May also add subject matter expertise to sales.
- Developing strong client and stakeholder relationships and maintaining effective communication channels. Consulting with others on development and execution of complex project plans. Defining practices and processes for managing client and stakeholder expectations

Critical Competencies/ Requirements

Industry

- Experience (5+ years) of AEC Design and Lifecycle management in user environment including working knowledge of typical IT applications and systems currently being utilized in these industries.
- Working understanding of AEC Design, Construction and O&M Lifecycle management processes and technologies.
- Ability to relate to AEC customers based on past experience.

Project Management

- IT Project Management- demonstrated experience with leading complex project implementations. Demonstrated ability to lead a team to achieve project

objectives and deliver projects that ultimately go into production within cost/schedule constraints.

- Working experience with software implementation project management methodologies throughout software development project lifecycle.
- Working experience consulting with customers to architect and design solutions based on business requirements. Experience with delivering software to customers for acceptance. Experience with delivering solutions to customers with Autodesk technologies an advantage.
- Writing skills - demonstrated ability to review and write scopes of work, project-related documentation, and develop and present presentations
- Demonstrated ability to estimate solutions delivery projects
- Ability to travel 50% of time depending on assigned projects and project requirements

Interpersonal

- Team work - demonstrated ability to work in a team of technical personnel, sales people, subject matter experts, and other project managers
- Listening
- Communications - verbal and written
- Managing multiple priorities
- Managing/Influencing at multiple organizational levels
- Demonstrated ability to manage through difficult challenges (technical and interpersonal) including drive change and successful adoption of new tools and processes.
- Demonstrated ability to meet deadlines
- **Languages:** Fluent Russian and English is essential, additional languages would be an advantage