

Project Management Office, Head

The Project Management Office (PMO) Head will oversee all project management implementation across PPPL, stewarding the project management capability of the Laboratory. The PMO will report to the Deputy Director of Operations and will provide senior management oversight to the project management staff deployed to research and operations projects.

- Hire, develop, lead the staff of the PMO
- Develop and implement the project manager qualification and development program
- Develop and maintain the project controls and Earned Value Management System (EVMS) for PPPL
- Develop and implement the project controls professionals qualification and development program
- Working with Performance Assurance lead, establish and oversee the project assurance function including independent oversight, routine project reviews, the project review board, and metrics/key performance indicators
- Develop and implement project risk management capability (monte carlo, risk registry)
- Oversee the daily operations of the PMO
- Ensure safe and efficient management of projects across the lab, maintaining consistent levels of performance.
- Manage the maturation of the project estimating, cost, schedule and technical baseline, and construction that meets stakeholder expectations.
- Review and approve major project milestones as appropriate.
- Manage the execution of the core capability to ensure that project is completed within approved performance baseline (cost, schedule and technical scope).
- Ensure that required and effective project management and control systems are developed, deployed and implemented to successfully manage and assess the project performance.
- Identify and manage project risks.
- Ensure high quality project documentation is prepared for each project.
- Ensure that project activities are conducted in a safe and environmentally sound manner, and Environmental, Safety and Health responsibilities and requirements are integrated into all stages of the project.
- Represent the project in interactions with the DOE. Participate in management meetings with DOE and communicate project status and issues.
- Request and coordinate internal and external peer reviews of projects.
- Manage the interface and coordination of requirements with other projects and activities at PPPL.
- Oversee project management staff.
- Provide leadership for Project Management improvements across PPPL.
- Bachelor's degree required; Master's degree desired.
- Minimum of 10 years of experience in project management discipline, including direct management of science or construction projects of at least \$20M
- Strong foundation in project management principles and techniques as well as principles of contract management.

- Demonstrated ability in cost estimating, tracking and scheduling techniques for capital projects, and ability to develop staff in the same capability areas.
- Excellent presentation, verbal and written communication skills; ability to interact with all levels of Laboratory management and staff, as well as Princeton University and DOE stakeholders is necessary.
- Project Management Professional (PMP) preferred.

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