



ComNet Communications LLC
1 Park Ridge Road, Bethel, CT 06801
www.comnetcomm.com
(203) 794-8040

PROGRAM DIRECTOR- AUDIO VISUAL

DESCRIPTION

This position will oversee all operational duties, including resources and deployment strategies, including engineering and estimating.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Develop SOP for Project Management and Field Implementation.
- Help streamline processes and internal workflow between pre-sales, estimating, engineering, and project delivery.
- Work closely with Engineering, Estimating and Project Management Teams to deliver quality projects on time and on budget
- Adhere to ComNet's "Safety Always" approach to project installation and management
- Bid Reviews to maintain consistency in pricing and products.
- Build internal and external resources to respond to project needs.
- Project Quality Assurance.
- New Business Development, leveraging current contacts in the industry.
- Training initiatives to maintain adequate skill sets on site and promote consistent project deliveries.
- Provide oversight and guidance to all internal and external stakeholders
- Identify potential cost and schedule impacts
- Formulate, organize and monitor interconnected projects
- Evaluate and communicate scope of work to include timelines and deliverables
- Monitor, document and communicate any billable work performed
- Other duties as assigned

JOB REQUIREMENTS

- Bachelor's Degree or equivalent industry experience
- 10+ years Audio Visual experience
- Strong knowledge of safety standards and protocols
- Hands on experience managing and designing multiple projects with more than one discipline
- Strong understanding of project timelines
- Budgeting, manpower and materials management
- Experience with projects valued at \$5m+
- Able to manage people and processes
- Industry and Manufacturer's Certifications
- Able to maintain profitability and overbilled status for any work being self-performed
- Strong attention to detail