



Job Posting

Company name: PET Systems, LLC

Title of position: Program Manager II

Position type: Full-time, exempt

Location: Kennesaw, GA

Overview:

PET Systems (PTS) is currently recruiting a Program Manager to join our team. We are seeking an individual who is motivated, well organized, collaborative, and eager to learn and grow in program management primarily related to the food and beverage industry.

PTS is a multi-discipline engineering firm well established in the Food & Beverage and Bulk Material Handling (Industrial) Industries. We are a close-knit group of like-minded engineers and designers who value our unique culture where everyone "rows the boat." We keep overhead low and focus on small, tactical teams of engineers solving problems for our clients while completing all sizes of projects. We are an employee-owned company who can offer a path to ownership for outstanding contributors. PTS prides itself for being on the cutting edge of design technology using the latest software and design techniques to become more efficient and accurate. Our team works to consistently meet our clients fast-track project schedules without sacrificing quality or budget. It is that focus that has allowed us to build a business based almost exclusively on repeat customers and word of mouth.

Essential Duties and Responsibilities:

- Execute assigned construction/installation tasks independently and with little oversight, while seeking guidance on complex or unfamiliar issues.
- Monitor/enforce construction/installation of applicable codes, standards, and customer/PTS installation specifications to produce accurate, constructible engineering deliverables and develop solutions for rectifying/implementing alternative solutions and/or design.
- Support project execution by contributing to design development, coordination, documentation, and design support activities.
- Identify technical issues and risks within assigned work and communicate them proactively to project leads.
- Develop effective working relationships with project team members, clients, contractors, and vendors through clear and professional communication.
- Lead project meetings utilizing the overall project action items lists and MS Project scheduling tools.
- Available to travel approximately 50% of work-related time. Travel is mostly domestic and typically consists of 5-to-10-day trips.

Technical and Behavioral Skills Required:

- Demonstrates professionalism, sound judgment, and accountability by communicating clearly, managing stress effectively, prioritizing work appropriately, maintaining ethical standards, and serving as a positive role model within project teams.
- Advanced abilities to utilize project management tools, to include the following:
 - Continually monitor and modify reports/templates to reflect changing phases of projects and customer requirements



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- Develop and update project schedules in Microsoft Project
- Utilize PID's and AutoCAD drawings to red-line project completion and issues.
- Generate new project drawings supporting site activities.
- Generate new formal ("PTS standard") requests for proposals and/or bid packages and scopes of work in support of project activities across all trades.
- Develop, write, and monitor project budget documents
- Ability to work independently as well as within a project team role.
- Ability to work concurrently on multiple projects related to system designs and installations without suffering in quality or delivery.
- Is able to accept and implement change in a positive manner and can comfortably manage risk and uncertainty.
- Pre-employment drug test and background check required.

Education and Experience:

- Working knowledge of plant infrastructure and process systems including electrical systems, pumping systems, compressed air systems, condensers, water treatment systems, process tower water systems, refrigeration systems, structural design etc.
- 2–5 years of relevant program management experience in industrial or process facility environments.
- Bachelor's degree in project management, engineering, or related field.

WORKING CONDITIONS

Vision & Hearing	Yes	No
Close Vision	☒	☐
Distant Vision	☐	☒
Peripheral Vision	☒	☐
Color Vision	☐	☒
Ability to Adjust Focus	☒	☐
Depth Perception	☒	☐
In-Person Speaking	☒	☐
Telephone Communication	☒	☐
Other Sounds	☒	☐

Physical Requirements	0% Never	1 – 33% Occasionally	34 – 66% Frequently	67 – 100% Continuously	Floor to Waist	Waist to Shoulder	Above Shoulder
Lift 1 – 20 lbs.			X		X	X	X
Lift 21 – 50 lbs.			X		X	X	X
Lift 50+ lbs.		X					
Carry 1 – 20 lbs.			X		X		



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Carry 21 – 50 lbs.			X		X		
Carry 50+ lbs.		X			X		
Push/Pull 1 – 20 lbs.			X				
Push/Pull 21 – 50 lbs.			X				
Push/Pull 50+ lbs.		X					

Other Physical Requirements for the Job

Physical Activity	0% Never	1 – 33% Occasionally	34 – 66% Frequently	67 – 100% Continuously
Walking/Standing				X
Bending			X	
Stooping			X	
Twisting			X	
Squatting		X		
Kneeling		X		
Crouching		X		
Crawling		X		
Climbing Ladders & Stairs			X	
Climbing Ropes & Scaffolding		X		
Gross Manipulation		X		
Fine Manipulation		X		
Keyboarding			X	

Work Environment: Exposure to the Following Conditions

Conditions	0% Never	1 – 33% Occasionally	34 – 66% Frequently	67 – 100% Continuously
Outdoor Weather Conditions			X	
Extreme Cold (Non-Weather)		X		
Work in High/Precarious Places		X		
Risk of Electrical Shock		X		
Flammable, Explosive Gas		X		
Toxic or Caustic Chemicals		X		
Dust or Other Irritants			X	
Grease or Oils			X	
Cleaning Agents/Chemicals			X	
Hot or Noisy Equipment			X	
Humid/Wet Conditions (Non-Weather)		X		
Exposure to Nuts or Peanuts		X		

Safety Equipment Used When Performing this Job

Safety Equipment	0% Never	1 – 33% Occasionally	34 – 66% Frequently	67 – 100% Continuously
Safety Glasses			X	
Filter Lens	X			
Gloves		X		
Face Shields		X		
Ear Plug/Muffler			X	



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Dust Mast		X		
Steel Toe Boots				X
Hard Hat				X
Coveralls		X		

Resume Submittal:

All resumes should be submitted to careers@petsystems.com with the subject line: "Program Manager"

For information on PET Systems, LLC please visit our website at www.petsystems.com.

PET Systems, Inc. is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local law