



Project Manager- Permanent Displays

The Central Group of Companies is an industry leader in performance-driven marketing-at-retail solutions; specializing in both packaging and point-of-purchase (POP) display with clients across North America. Our dynamic company offers employees a collaborative, client-focused and business casual workplace with excellent benefits, and a unique supportive family culture.

If you embody integrity, teamwork, passionate excellence, and you enjoy working in a high-performing and high-energy environment, we are currently recruiting a highly motivated individual for the role of **Project Manager**

JOB SUMMARY

The Project Manager or Permanent Displays is responsible for handling multiple projects within a fast-paced environment and is open to constant challenge and change. This position involves seeking information from internal stakeholders to coordinate and manage activities around client requirements. This involves managing the full cycle of the product to ensure quality and adherence to the specifications provided. This role maintains positive working relationships with vendors, clients and production teams to ensure all aspects of the product needs are identified.

PROCESS MANAGEMENT

- Ensure client expectations are met and exceeded in terms of quality of product and service delivered.
- Update status of projects at project checkpoint meetings, review deliverables with business stakeholders, and work with cross-functional teams to facilitate project tracking and execution
- Manage the overall process from the initial request for a project to its final delivery
- Maintain effective score-carding for all levels of organization to identify project status and resource allocation
- Create and maintain process documentation with respect to existing workflows

MANAGE FINANCIALS

- Oversee and process bill of materials, packing slips and work orders including preparation of quotes and purchase orders
- Oversee procurement of tooling, stock, and custom components through third-party
- Manage costing of all resources required to complete the product

ACADEMIC AND EXPERIENCE REQUIREMENTS:

- University or college graduate in related field
- 3+ years of work-related experience preferably in a manufacturing environment
- Previous experience in retail environment with exposure to purchasing
- Ability to read and interpret technical documents



REQUIRED SKILLS:

- Advanced time management and organizational skills; customer service oriented
- Strong English communication skills, both written and verbal
- Stakeholder management and transparency
- Experience with CAD an asset, computer skills (MS Office) and high aptitude for mathematical concepts
- Strong understanding of Permanent Point of Purchase Displays is preferred

TO APPLY:

Send resume to fabiana.scuderi@centralgrp.com

About The Central Group of Companies

The Central Group of Companies is a Platinum Best-Managed Company, and an industry leader in Performance at Retail. For 40+ years, Central has provided its impressive client base with retail packaging, displays, and fixtures that deliver measurable results. We combine proprietary shopper marketing techniques with award-winning design, excellence in operations and retail installation, to bring innovative and value-engineered solutions to our clients.

The Central Group is committed to equal opportunity employment. Accommodations are available upon request from people with disabilities during the recruitment and selection process.