Senior Medical Equipment Planner / Project Manager

Hoefer-Wysocki Architects is seeking a qualified Senior Medical Equipment Planner/Project Manager. Candidate must have minimum 10-15 years of experience as a medical equipment planner for healthcare construction projects. Candidate must have in-depth knowledge of medical equipment technologies and coordinating with architectural design teams. This position will be located in the Dallas office / Kansas City office.

Essential Responsibilities:
- In Depth Knowledge of medical equipment budgeting, planning, industry recognized deliverables including timing of deliverables, construction administration, equipment validation, procurement, delivery and installation coordination of medical equipment
- Active interaction and ability to leading medical equipment discussions meetings
- Must be able to work interactively architectural and engineering project teams
- Manage internal HWA equipment planning team resources and mentor junior staff
- Ability to manage project financials using Deltek Vision

Education/Experience: Bachelor’s Degree in Business, Biomedical Engineering or equivalent in education or experience. Prior experience as a lead Project Manager in a healthcare construction project. Experience in leading clinical user meetings, presenting to project stakeholders, including senior leadership and physician groups. PMP certification a plus.

Skills: Requirements for this position include detail driven habits, ability to maintain focus in a fast paced environment. Must have excellent organizational and multi-tasking skills, ability to work effectively in a team atmosphere.
- Excellent communication and interpersonal skills
- Excellent problem-solving skills and ability to demonstrate sound judgement in decision making
- Ability to lead project meetings
- In Depth knowledge of medical equipment uses in a healthcare setting and emerging technologies
- Must be able to successfully interact with project stakeholders, ability present to healthcare executives.
- Prefer experience in working in Attainia
- Ability to read and red line architectural drawings
- Working knowledge of Microsoft Office
- Working knowledge of Blue Beam and Adobe Acrobat
- Working knowledge of Revit
- Ability to handle confidential and proprietary information. Supervision and development of junior staff
- Ability to travel up to 50% or as needed

To perform this job successfully, an individual must be detail oriented and able to perform each essential duty satisfactorily. The requirements listed above are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. If you're interested in joining the team, please send resume to Elizabeth Putman at resumes@hoeferwysocki.com

EEO Employer/Vet/Disabled