



LEXTANT IS LOOKING FOR PROJECT MANAGERS

LEXTANT

Lextant is a Design Research and User Experience Design firm working with the world's leading companies to bring meaningful products and services to market. At Lextant, we believe that great design is about creating great experiences, and the best innovations are those inspired by the people who use them.

Lextant works in automotive, consumer packaged goods, retail, financial services, medical products and services and various other industries trying to create good and meaningful experiences for people.

Our services include:

- Experience Modeling
- Participatory Design and User Observation
- All forms of Usability Evaluation
- UX Design and Refinement
- Human Factors Consultation

Lextant is reviewing resumes of qualified mid-level Project Managers in the creative service sector. You will collaborate with our design research, insight translation and human-centered design teams to guide client initiatives to successful completion by managing client satisfaction, on-time/in-scope deliverables and on-budget fees and expense plans.

We're looking for full-time candidates with:

- 2-5 years of experience managing clients and programs in fast-paced creative services and/or research firms
- Excellent communication and problem-solving skills
- Professional, collaborative demeanor
- Familiarity with generative and evaluative research approaches and user experience design a plus
- Ability to collaborate with a diverse team while utilizing personal work strategies to be independently productive
- Ability to create detailed project plans, schedules and contract amendments
- Ability to manage budgets, schedules and adjust via contract amendments
- Ability to proactively identify risks and mitigate them

Responsibilities include:

- Work closely with and support the senior Research/Strategy/Design team leaders
- May be a point of contact with clients providing status updates of work in progress and proactively managing daily details
- Participate in staffing meetings to identify needs and resolve issues
- Ensure financial tracking and provide regular status updates on current spend and projected alignment with project timeline and resources
- Works with project team to ensure projects are delivered on-time and on-budget with a high degree of satisfaction
- Escalate issues to appropriate parties, when necessary
- Assist with business development as proposals are drafted and approved to assure work steps and budget are sufficient

If you are interested in interviewing with members of our Lextant team, please send your resume to jobs@lextant.com. We look forward to meeting you.