

ABOUT US (www.sgtech.co.kr)

Rare earth permanent (NdFeB) magnets are a key strategic resource used in everything from home appliances, mobile phones, electric vehicle motors to military equipment, and China accounts for more than 90% of the world's supply.

Star Group Industries Co. Ltd. (SGI) is a Korean Permanent (NdFeB) Magnet manufacturer based in Daegu, Korea. We have been in operation for over 28 years and recently decided to expand our operation in **Chan May Lang Co Economic Zone, Thua Thien Hue Province**. The Vietnam magnet factory (5,000tpa sintering capacity) is expected to commence operation in early 2024 and seeking to commence ERC/IRC application processing.

As such we are seeking an immediate position in **Project Manager** to work with President-SGI Vietnam on daily basis to 1) work with IP Developer and Thua Tien Hue Province from ERC/IRC, 2) work with Construction company to ensure Project timeline and budget is met, 3) Assist President on other matter relating to SGI-Vietnam.

Job Title: Project Manager

Experience: 3-5 years

Location: Chan May Lang Co Economic Zone, TT Hue. (Daily Company bus transportation from Danang/Hue City)

Term: Full-time

Salary: Negotiable

Selection Process: 1) Resume, 2) Interview, 3) 5-min Presentation & 15-min Problem Solving Test (English)

Send your resume to Jeff Bang, stbang@sgtech.co.kr

JOB DESCRIPTION

A project manager is responsible for planning and overseeing projects, from the initial stage through to completion. He/she will coordinate people and processes to deliver projects on time, within budget and with the desired outcomes aligned to objectives.

Project managers also act as a point of liaison between the project team and senior management. He/she will use project management tools such as Microsoft Project to plan, monitor and regularly report to stakeholders on the progress of the project.

A key part of a project manager's role is to identify and mitigate risks which may impact successful delivery of projects.

These responsibilities involve achieving the following tasks:

- Defining project objectives, project scope, roles & responsibilities.
- Defining resource requirements and managing resource availability & allocation – both internal and third party.
- Outlining a budget based on requirements and tracking costs to deliver project on budget.
- Preparing a detailed project plan to schedule key project milestones, workstreams & activities.
- Managing delivery of the project according to this plan.
- Tracking project and providing regular reports on project status to project team and key stakeholders.
- Managing and adjusting for any changes in project scope, schedule and / or budget.
- Identifying and mitigating potential risks.
- Managing the relationship and communication with the client and all stakeholders, ensuring the project is delivered to their satisfaction.

JOB REQUIREMENTS:

- Univ. Degree in Computer Science, Business, or a related field
- 3-5 years of project management and related experience
- Proven ability to solve problems creatively
- Strong familiarity with project management software tools, methodologies, and best practices
- Experience seeing projects through the full life cycle
- Excellent analytical skills
- Strong interpersonal skills and extremely resourceful
- Proven ability to complete projects according to outlined scope, budget, and timeline
- Good English and/or Korean is plus
- Good understanding English written in work-related documents
- Excellent PC skills: Word, Excel, Power point and good presentation skills