

R. L. Deppmann Company

Job Title: Project Manager

Reports To: Project Support Manager

Location: Novi, Grand Rapids, Saginaw MI or Brecksville, OH

Work Status: Full Time, Hybrid (1-2 days Onsite)

About Deppmann:

Our company focuses on helping people make better decisions. We are a company that is responsive to our customers and understands how our products work and interact in Hydronic Systems. Our company culture is shaped by our Core Values: Knowledge, Responsiveness and Empowerment. RL Deppmann is in the business to sell HVAC, plumbing & industrial equipment in Michigan and Ohio. Join the Deppmann team that solves customer problems and empowers employees to make decisions.

Scope:

The Project Manager oversees multiple projects from post-award to completion, serving as the primary customer contact while managing timelines, submittals, equipment delivery, and cross-team collaboration to ensure on-time, accurate, and profitable project execution

Who We Are Looking For:

The Project Manager is responsible for overseeing multiple projects from post-award through completion, serving as the primary point of contact for customers and ensuring an exceptional customer experience. This role manages project timelines, submittals, releases, and equipment delivery.

The Project Manager leads collaboration with Sales, Estimation, and Factory teams to proactively resolve RFIs and other technical issues throughout the project lifecycle. The Project Manager proactively communicates with customers to help them meet milestones, escalates field or delivery issues, and participates in project related meetings to ensure continued communication throughout the duration of the project. Additionally, this role supports Sales by providing timely responses, maximizing profitability, ensuring equipment accuracy, and taking proactive steps to ensure on-time deliveries.

Responsibilities:

- Manage Projects
 - Initiate Product Submittals and Installation & Operation Manuals (IOM)
 - Review returned submittals and facilitate changes as needed based on requests from customers and engineers
 - Recognize and react when equipment needs to ship to satisfy customer needs and project deadlines
 - Work with customers throughout the duration of the project to track equipment delivery dates
 - Facilitate release of project materials to purchasing/manufacturing while ensuring accuracy and maximizing profitability

- Customer Relationships
 - Interact with customers to establish project milestones, special requirements and deadlines
 - A trusted resource for customers, providing consistent and reliable information as it relates to the project status
 - Facilitate and lead project specific meetings to ensure continued and open communication with all parties
- File Management for Post-Bid Plan & Specification jobs
 - Maintain won/lost status of projects, review and maintain Purchase Orders, tax exemption certificates, change orders
 - Maintain organized project files with accurate factory quotes as needed for submittal and release of equipment
- Obtain and utilize knowledge of R.L. Deppmann product lines used in HVAC systems
- Understanding of company resources available to ensure customer/sales request are processed properly and efficiently

Education & Experience

- Bachelor's degree in Engineering, Construction Management, or related field preferred.
- 2+ years of project management experience in mechanical, HVAC, plumbing, or hydronic systems industry.
- Proficiency in reading mechanical drawings, interpreting submittals, and understanding equipment specifications.
- Demonstrated experience managing multiple concurrent projects with complex logistics.

Skills & Attributes

- Strong organizational, communication, and documentation skills.
- Customer-centric mindset with a proactive, solution-oriented approach.
- Comfortable in a fast-paced working environment
- Proficiency in MS Office Suite and CRM/ERP systems (NetSuite preferred)

If you have these skills and desire to join our successful team, please submit your resume to RL Deppmann at careers@deppmann.com.