

Project Manager, The WateReuse Research Foundation, Alexandria VA

The WateReuse Research Foundation, a growing non-profit organization in Alexandria, VA, is seeking a dedicated, energetic, detail-oriented individual to manage research projects. The Foundation's mission is to conduct and promote applied research on the reclamation, recycling, reuse, and desalination of water to support communities across the U.S. and abroad in their efforts to protect public health and the environment.

Job responsibilities include: development of Requests for Proposals; managing multiple projects and ensuring timely completion; contractor oversight and correspondence; and coordination of technical input from advisory committees. Travel is also required as part of the position.

Requirements:

- Bachelor's Degree in engineering, environmental science, chemistry, biology or related area (Master's Degree a plus);
- 1-5 years of relevant experience in project management;
- Excellent writing, communication and computer skills (including database applications);
- Ability to organize, prioritize and multi-task;
- Must be detail-oriented;
- Ability to work independently, but also contribute to a collaborative team environment; and
- Must be energetic, self-starting, and dedicated to the work of the organization.

To Apply: Please submit a cover letter and résumé to jminton@watereuse.org. Salary is commensurate with education and experience. The project manager position will remain open until filled.