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## **JUNIOR PROJECT MANAGER**

Bishop Fox is a leading security consulting firm serving the Fortune 1000 and high-tech startups. We protect our clients by finding vulnerabilities and building defenses before the attackers can break bad. From critical infrastructure to credit cards; social media to mobile games; flight navigation systems to frozen waffle factories — we're right there hacking away.

We're looking for detail-oriented and dedicated IT project managers to keep our client engagements running smoothly.

### **Who You Are and What You'll Do**

You're in the early stages of your career and searching for a place to grow. You enjoy technology, particularly information security.

You are a natural leader and you genuinely enjoy building and maintaining client relationships. You have a not-so-secret weak spot for a good Gantt chart; resource allocation, scheduling, and project management software set your heart aflutter. As well, you are fluent in tech speak and can translate for those who aren't.

As a junior project manager at Bishop Fox, you'll work on once-in-a-lifetime projects involving products that aren't even on the market yet and with clients ranging from fresh-faced startups to recognized Silicon Valley leaders. You'll learn a variety of technologies, including programming languages, and the ins and outs of web and mobile applications.

You'll learn firsthand what Bishop Fox project management is like by assisting senior project managers with activities such as reporting, budgeting, and scheduling. Working alongside these senior staff members will provide you with priceless insight into what it takes to successfully manage client engagements. You may also run internal projects as needed, which will give you further experience — so when it's time for you to take on client-facing projects, you'll be more than ready to grab the reins.

The pulsating heart of San Francisco is where you'll spend most of your working life. Our new office is a jog away from the BART and conveniently situated near some of the best-rated restaurants and a park conducive for relaxing.

### **Why Bishop Fox**

Bishop Fox offers competitive salary, generous benefits, flexible schedules, and negotiable travel. You get to pick the color of your cape. If you're looking for opportunities to grow professionally, this is the place. You'll work alongside some of the most talented and experienced security consultants in the industry.

We have a casual workplace environment, but we're consummate professionals.

## Your Experience

The following is a list of skills you will ideally have in your repertoire. If you have most of these, we'd like to speak to you.

- Zero to two years' experience managing project-based work
- Previous client or customer service experience
- Intermediate knowledge of Word, Excel, and MS project (or similar project management software)
- Professional communication skills
- Comfortable cultivating positive relationships with a variety of personalities and skillsets
- Familiarity with project management methodologies (PMBOK or company-specific methodologies)
- Familiarity with one or more programming languages (to keep up with our consultants)
- IT infrastructure or software design knowledge a plus
- You've got charm to spare

Candidates must be located in the San Francisco Bay Area.

Interested? Drop us a line at [careers@bishopfox.com](mailto:careers@bishopfox.com) today.

***EOE/Minorities/Females/Vet/Disability***