



## **Position: Project Manager / Producer**

Groove Jones, a world-renowned and award-winning studio specializing in Augmented Reality, Virtual Reality and Interactive Entertainment technologies, is currently seeking a person to take on the role as Project Manager / Producer.

The Project Manager / Producer is a multi-faceted position that manages high profile and high-risk projects. This position also entails responsibilities of an Account Executive, turning existing clients into long-range retention opportunities and potentially house accounts.

This is a contract or possible full-time position located in Dallas, Texas.

### **Qualifications**

- The ideal candidate would have at least a bachelor's degree, but prior experience may qualify someone.
- The candidate must have at least 3-5 year's experience at an Interactive company, creative studio, agency or game studio.
- Candidate has to have a proven track record in managing staff, direct client interactions relationships, production schedules and budgets. Experience in production and account services is a plus.
- The position requires a dynamic person that thrives in a fast-paced agile environment.
- The ideal candidate would have an excellent hands-on experience and understanding of digital, mobile and interactive space technologies.
- This person must have the ability to supervise, manage and collaborate with other employees including partners, management, production, creative and technical staff.

### **Duties and Responsibilities**

- **PROJECT MANAGEMENT** - Ability to develop and execute project plans on complex ideas and concepts with many interdependencies and different skill requirements. Ability to manage projects with difficult timelines and large numbers of resources.
- **ACCOUNT SERVICE** - Develop and recognize opportunities within existing clients to develop new business without the aid of a new business executive in an effort to both retain and move account to a house account. Must have the ability to negotiate contracts and change orders with little to no guidance.
- **COMMUNICATION** - The ability to communicate difficult concepts in written form via textual descriptions or illustrative tools such as wireframes and site maps.
- **RESOURCE SECURITY** - Ability to secure and contract outside resources from outside Groove Jones when needed.
- **INDUSTRY RESEARCH** - Ability and desire to learn about emerging technologies and an ability to articulate their capabilities.
- **INDUSTRY RELATIONSHIP MANAGEMENT** - Develop new relationships with the interactive services industry and virtual reality community.

Applicants should submit their resume with links to 3 examples of published work available for view either online or interactive projects through the Apple Store, Google Play, Steam, or Oculus Store. Resumes should be sent to: [gary@groovejones.com](mailto:gary@groovejones.com) and [emily@groovejones.com](mailto:emily@groovejones.com)



## **About Groove Jones**

Groove Jones is an award-winning creative technology company that provides software solutions to advertising, entertainment, marketing, health, and training companies to engage with their audiences. It has a client list of numerous Fortune 500 companies like Amazon, AT&T, Comcast, HP, IBM, Intel, Mastercard, McDonald's, Nestlé, Samsung, Toyota and Under Armour.

We are artists, musicians, thinkers, creators, tinkerers, technologists, mixologists, gamers, strategists, innovators, rebels, developers and most of all, digital fanboys (and fangirls) with a common interest: consistently delivering amazing, effective work for amazing clients. We passionately love what we do.

For more information visit – [www.groovejones.com](http://www.groovejones.com)