https://tksinc.net/job/program-manager/

Program Manager

Hiring organization
TurnKey Solutions

Employment Type
Full-time

Job Location
N117 W18200 Fulton Drive, 53022, Germantown, WI

Date posted
October 19, 2026

Description

Turn-Key Solutions (TKS) is seeking an experienced, highly organized, and self-motivated **Program Manager** to manage complex industrial automation projects from initial customer purchase order through final installation and acceptance.

This position is responsible for overseeing multiple projects simultaneously, ensuring they are completed on schedule, within budget, and in accordance with customer specifications and TKS quality standards.

The ideal candidate will have a strong technical background in industrial automation, manufacturing, or engineering, combined with excellent communication, leadership, and organizational skills.

The Program Manager will serve as a primary point of contact for customers and coordinate closely with TKS Engineering, Controls, Robotics, Purchasing, Manufacturing, Assembly, and Service teams to ensure successful project execution.

What We're Looking For

We are looking for a **proactive, accountable, and results-driven Program Manager** who takes ownership of projects and drives them toward successful completion.

The successful candidate must be comfortable managing multiple priorities, communicating directly with customers, coordinating technical teams, and making decisions that keep projects moving forward.

This individual must understand that successful project management requires more than maintaining a schedule. It requires anticipating problems, following up on commitments, managing project costs, and ensuring that every department has the information and resources needed to execute effectively.

The ideal candidate will be someone who can balance customer expectations with internal capabilities while maintaining strong accountability for project schedules, budgets, and overall customer satisfaction.

Responsibilities

Program & Project Management

- Manage multiple custom automation projects from kickoff through final customer acceptance.
- Develop and maintain project schedules, milestones, budgets, and deliverables.
- Coordinate engineering, purchasing, manufacturing, assembly, programming, testing, and installation activities.

- Monitor project progress and proactively identify potential schedule delays, cost overruns, and technical risks.
- Conduct regular internal project reviews and customer status meetings.
- Ensure project milestones are achieved and commitments are communicated clearly.
- Coordinate factory acceptance testing (FAT), equipment shipment, installation, and site acceptance testing (SAT).

Customer Communication & Leadership

- Serve as the primary customer contact throughout project execution.
- Maintain professional and proactive communication regarding project status, schedules, risks, and deliverables.
- Lead customer meetings and internal project coordination discussions.
- Manage customer expectations while maintaining positive working relationships.
- Address customer concerns and coordinate appropriate internal resources to resolve issues.
- Identify and manage project scope changes and additional customer requirements.

Financial & Commercial Management

- Establish and monitor project budgets, labor allocations, and overall project costs.
- Track project profitability and identify opportunities to improve financial performance.
- Manage project change orders and ensure additional work is properly quoted and approved.
- Coordinate project billing milestones and customer payment requirements.
- Review project financial performance with executive leadership.
- Identify opportunities to reduce costs without compromising quality or project requirements.

Engineering & Manufacturing Coordination

- Work closely with Mechanical Engineering, Controls Engineering, Robotics Engineering, Purchasing, and Manufacturing to ensure project deliverables remain aligned with schedules.
- Monitor engineering releases, long-lead purchased components, and manufacturing progress.
- Coordinate resource requirements and project priorities across

departments.

- Support technical problem-solving and facilitate timely decisions.
- Ensure equipment is properly prepared for internal testing, FAT, shipment, and installation.

Risk Management & Continuous Improvement

- Identify technical, commercial, and scheduling risks early in the project lifecycle.
- Develop corrective action plans to address project challenges.
- Maintain accurate project documentation, schedules, and status reports.
- Participate in project closeout reviews and lessons-learned discussions.
- Improve project management processes, communication, and overall execution efficiency.

Qualifications

- 5+ years of project or program management experience in industrial automation, manufacturing, machine building, or a related technical industry.
- Strong understanding of custom automation equipment, manufacturing processes, and engineering workflows.
- Demonstrated ability to manage multiple complex projects simultaneously.
- Experience developing and maintaining project schedules and budgets.
- Strong leadership, organizational, and problem-solving skills.
- Excellent customer communication and relationship management abilities.
- Ability to read and understand mechanical drawings, electrical schematics, and technical specifications.
- Proficiency with Microsoft Office, Excel, and project scheduling software.
- Ability to work independently, make decisions, and manage competing priorities.
- Willingness to travel to customer facilities as required.

Preferred Qualifications

- Experience managing robotic automation, resistance welding, assembly systems, or custom machinery projects.
- Previous experience working for an automation integrator or custom machine builder.
- Familiarity with Allen-Bradley PLC systems, FANUC robotics, and industrial

controls.

- Experience managing multimillion-dollar automation projects.
- Knowledge of project cost tracking, forecasting, and profitability management.
- ***Beneficial*** – PMP certification or equivalent project management experience.
- ***Beneficial*** – Bachelor's degree in Engineering, Manufacturing, Business Management, or a related discipline.

Job Benefits

- Competitive salary based on experience.
- Health, dental, and vision insurance.
- 401(k) with company match.
- Paid vacation and holidays.
- Yearly Bonuses