

## Jr Associate Two-year Position

Jr. Associate, Organizational Development, Change Management, and Data Innovation Consultant

**Duration:** Two-Year Contract - Full Time Hire

**Location:** California, Colorado, Texas, Georgia, New York, Minnesota, Wisconsin

Motive Power is a dynamic consulting firm specializing in the US Utility industry, providing innovative solutions for clients to achieve their corporate sustainability and decarbonization goals. This two-year Jr. Associate position is designed for recent college graduates with little corporate experience who aim to enhance their skills across diverse industries.

### **Job Summary & Description:**

As a Jr. Associate, you will be part of our Motive Power Team, working on a two-year development program to gain essential skills and experience in project management consulting. The role includes:

- Learning about Motive Power's business and its value to clients.
- Asking questions and thinking critically about data, facts, and information.
- Utilizing tools, techniques, and company standard methodologies for research, analysis, and problem-solving.
- Communicating confidently in a clear and articulate manner.
- Participating in ongoing training programs.
- Upholding the company's code of ethics and business conduct.

Upon successfully completing the program, you may apply for a permanent position at Motive Power, Inc. Eligibility: The Jr. Associate position is open to all recent college graduates from any field of study, but is best suited for those with degrees in Project Management, Business, Statistics, or Engineering with little corporate experience.

**Job Preferences:** Demonstrated abilities and/or a proven record of success in areas such as:

- Communication with both business and technical stakeholders.
- Working in a project management environment, including planning, tracking, issue and risk management.
- Researching, recommending, and implementing tools and technology to drive innovation.
- Creative problem-solving skills under tight timeframes.
- Openness to new ideas and a passion for learning.
- Collaborating and contributing as a team member.
- Understanding personal and team roles.
- Building positive working relationships and seeking guidance when needed.
- Innovating through technologies and experimenting with digitization solutions.

**Knowledge and Skills:** Demonstrated understanding and success in one or more of the following tools and technologies:

- Project Management Approaches: waterfall, agile, hybrid, scrum, critical path, etc.
- Project Management Tools: Excel, Primavera P6, Microsoft Project, or other scheduling software.
- Exceptional writing and editing skills.
- Intermediate knowledge of Microsoft Office programs.

- Ability to develop cross-functional relationships and build credibility.
- Critical thinking and planning.
- Well-organized, efficient, and highly productive with excellent project management skills.
- Ability to meet tight deadlines.
- Strong listening, collaboration, and partnership skills.
- Passion for clarity, accuracy, timeliness, efficiency, and innovation.

**Basic Qualifications:**

- Bachelor's degree
- Years of experience: 0-2 years

**Benefits:**

- PTO, Medical, Dental, Vision