



Job Posting Notification

Position: Assistant Project Manager, Quality Assurance

Position Location: Charlottesville, Virginia

Contact: resumesVA@vgt.net

Position Summary

The Quality Assurance Assistant Project Manager (QA APM) will be part of the Compliance team within the QA department. This Compliance team is primarily responsible for tracking VGT products through the QA department, through external test labs and customer labs, and out to customer sites.

Primary Activities/Responsibilities

Under the supervision of QA Managers and the Director of Quality Assurance, the QA APM will:

- Track VGT products expected to come into QA, currently in QA, at external test labs, at customer labs, and about to be released to customer sites
- Maintain and develop QA SharePoint site to display current project status
- Coordinate with internal teams: Software Development, Hardware Development, Field Service, Install
- Coordinate with external groups: external test labs, customer labs, customer gaming commissions
- Help to keep projects on time and within budget

Knowledge/Skills Required

- Familiar with the software development life cycle
- Has knowledge of Software Quality Assurance concepts, practices, and procedures
- Has knowledge of Microsoft Office (Project, Word, Excel, Powerpoint, and Visio) , SharePoint, and with recent Microsoft Windows operating systems
- Excellent communication skills both orally and in writing
- Strong organizational , decision making, and problem solving skills
- Strong analytical ability, particularly in a technical environment
- Must be able to travel on company business, including having a valid driver's license
- Must be able to obtain a gaming license
- Gaming industry experience helpful
- Experience with electrical schematics and wiring diagrams helpful
- CAPM (Certified Associate in Project Management) certification helpful

Qualifications, Education and Work Experience

- Requires BS/BA degree in computer-related field with 0 - 3 years relevant experience, OR
- AS/AA degree in computer-related field with 0 - 4 years relevant experience, OR
- An equivalent combination of education and experience

Qualified and interested persons should send resume and cover letter to resumesVA@vgt.net stating the position title in the subject line. Please include salary requirements. Only candidates selected for consideration will be contacted. **No phone calls please.**

VGT is an EQUAL OPPORTUNITY EMPLOYER

Bonus Referral Eligible: Level II