Management - Project Management

A project is defined as a temporary endeavor undertaken to create a unique product, service or result. A project is temporary, which means it has a defined beginning and end, and therefore defined scope and resources. Project management is the application of knowledge, skills, tools, and techniques to project activities to meet the project requirements: on-time, on-budget, and meeting the requisite quality.

The roots of project management can be traced back to the creation of the Egyptian pyramids. Nowadays, many different industries use project management tools and techniques, which continue to be refined to further adapt to rapidly changing environments.

Project managers are organized, passionate, and goal oriented who understand what projects have in common and their strategic role in how organizations succeed, learn and change. Some of the characteristics that make individuals successful in these roles are planning, attention to detail, coordinating with others, making decision and solving problems.

Learn More With O*Net

Visit O*Net OnLine to explore the sample roles in project management. The database provides career exploration tools to the public at no cost and is continually updated by surveying a broad range of workers from each occupation. Learn about the knowledge, skills, tasks, and activities required for each occupation, as well as median wages and employment trends reported by the Bureau of Labor Statistics and other federal agencies.

01 Visit O*Net OnLine at www.onetonline.org
02 Refer to the sample job titles listed in the “O*Net Keywords” section below
03 Enter phrase into O*Net’s “Occupation Search” to explore sample roles

O*Net Keywords:
- Project Manager
- Assistant/Junior Project Manager
- Project Scheduler
- Project Lead
- Project Analyst

Roles:
- IT Project Manager
- Senior Project Manager
- Technical Project Manager

Note: Salaries are highly dependent on location, company type, and candidate experience/education. For the purposes of this guide we are providing average starting salaries as determined by the National Association of Colleges and Employers (NACE), overall average salaries as determined by the U.S Bureau of Labor Statistics (BLS), as well as supplemental information found from various industry-specific sources.
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**Skills/Experience Suggested:**
- Knowledge and understanding of project management basics
- Interpersonal and leadership skills
- Effective communication
- Change management
- Critical and strategic thinking
- Organizational skills
- Time management
- Negotiation Strategies

**Professional Certifications:**
- Certified Associate in Project Management (CAPM)
- Project Management Professionals (PMP)
- Program Management Professional (PgMP)
- Portfolio Management Professional ( PfMP)

**Professional Associations:**
- Project Management Institute (PMI) - Orange County Chapter, Los Angeles Chapter, and San Diego Chapter
- International Project Management Association (IPMA) - United States of America Chapter

**Advanced Degrees:**
- Master of Project Management
- MBA in Project Management
- Master of Science in IT Project Management

**Industry Research & Tools:**
- PMI.org
- Wetfeet.com
- Projectmangement.com
- Apm.org.uk
- Pmworldjournal.net
- Vault.com — accessible through your Student Portal

**Job & Internship Search Sites:**
- Glassdoor.com
- Careerhq.pmi.org
- Monster.com
- Indeed.com
- Internships.com
- LinkedIn.com
- Vault.com — accessible through your Student Portal

**Employers Hiring Mihaylo Graduates:**

About this guide: This resource guide is intended to provide an introduction to the industry and relay a sampling of the resources available to candidates. It is by no means comprehensive, nor intended to replace individual research based on specific job targets and/or recommendations from an advisor.