

## ADI ANALYTICS LLC

### Position Details

Title: Project Manager  
Location: Houston, Texas  
Function: Consulting  
Industries: Oil and Gas, Energy, and Chemicals  
Duration: Permanent

### About ADI Analytics

ADI Analytics is a boutique consulting and advisory firm specializing oil and gas, energy, and chemicals. Our firm helps companies, investors, and government agencies with market research, strategic planning, competitive benchmarking, and technology assessments. You may learn more about us at [www.adi-analytics.com](http://www.adi-analytics.com).

Our firm is seeking talented people interested in consulting and the oil and gas, energy, or chemical industries. We currently have openings for analysts and associates. Applicants with bachelors or master's degrees in engineering or business are welcome to apply. Oil and gas, energy, or chemicals industry interest is required and those with prior experience will be preferred although it is not necessary.

As a growing consulting firm, ADI Analytics is a fast-paced entrepreneurial company with no dearth of career development opportunities. Team members work alongside our clients to solve mission-critical problems, learn from leading industry experts, and gain rigorous experience in analytics, client communications, project management, and entrepreneurship. ADI Analytics is an equal opportunity employer.

### Job Description

- Apply consulting skills, industry expertise, and broad functional expertise on every phase of project to achieve client objectives
- Effectively define, execute, administrate, and oversee the timely delivery of a project.
- Lead meetings with team throughout all phases of project.
- Utilize a hypothesis- and framework-driven approach to solve problems
- Build spreadsheet-based analytical and quantitative models for evaluating project economics, financial valuation, market size, and other objectives
- Leverage models to analyze a variety of scenarios and interpret results to establish findings and recommendations
- Write reports and presentations summarizing methodology, findings, and recommendations
- Take direction and achieve objectives without extensive oversight
- Develop and maintain contact with top decision makers at key clients; lead aspects of the proposal development process; contribute to the development of proposal pricing strategies
- Recognize business development opportunities; participate in public speaking events; get published in industry publications.
- Travel to client sites often and frequently

### Required qualifications

- Legal authorization to work in the U.S. without restrictions
- Bachelor's or Master's degree in business or engineering
- Minimum three to five years consulting or industry experience
- Excellent analytical and quantitative skills
- Attention to detail and strong work ethic

- Ability to work in ambiguous situations, remain flexible, and to successfully adapt to a variety of working environments
- Proficient written skills in English
- Advanced proficiency in and knowledge of MS Office, particularly Excel and PowerPoint

**How to Apply**

Please send resume with a cover letter to [info@adi-analytics.com](mailto:info@adi-analytics.com).