

# PARIKH AI

## **Job Title: Project Manager - Data & Artificial Intelligence**

Location: Houston, TX

Company: Parikh AI

### **About Us:**

At Parikh AI, we are dedicated to harnessing the transformative power of technology to propel businesses towards success. Founded by a team of visionary entrepreneurs and AI enthusiasts, we stand at the forefront of the AI revolution. Our diverse team, consisting of experts in machine learning, data science, business strategy, and industry-specific applications, shares a unified passion for innovation. Together, we constantly push the boundaries of AI, delivering solutions that are both intelligent and practical, ensuring tangible impact for our clients. Our mission is to empower businesses with state-of-the-art artificial intelligence solutions that enhance decision-making, optimize operations, and foster innovation. We are committed to delivering exceptional value through our deep expertise, advanced technology, and a customer-centric approach. By bridging the gap between complex AI technologies and their practical applications, we make these advancements accessible and valuable for businesses of all sizes and industries. Our goal is to contribute to a future where AI empowers businesses to achieve unprecedented levels of efficiency, productivity, and growth.

### **Position Summary:**

We are looking for an experienced AI Project Manager to lead and coordinate our AI initiatives. The ideal candidate will have a strong background in project management, coupled with a deep understanding of artificial intelligence technologies. You will be responsible for planning, executing, and finalizing projects according to strict deadlines and within budget. This includes acquiring resources and coordinating the efforts of team members and third-party contractors or consultants to deliver projects according to plan. You will also define the project's objectives and oversee quality control throughout its life cycle. The AI Project Manager will work closely with stakeholders to ensure the scope and direction of each project are on schedule, as well as other departments for support. You will be expected to manage multiple projects simultaneously, each with varying levels of complexity and scope. Your role will involve risk management, resource allocation, and performance tracking to ensure successful project delivery. You will also be responsible for communicating project status, risks, and issues to senior management and stakeholders. The ideal candidate will have excellent leadership, communication, and organizational skills, and be able to work in a

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fast-paced, dynamic environment. You should be adept at problem-solving and have a keen eye for detail. A strong understanding of AI technologies, including machine learning, natural language processing, and data analytics, is essential. You will also need to stay updated with the latest trends and advancements in AI to ensure our projects are at the cutting edge of technology.

## **Key Responsibilities:**

- Lead and oversee AI projects from start to finish, defining the project's scope, objectives, and key deliverables.
- Create and manage detailed project plans and timelines, ensuring projects are completed on time, within scope, and within budget.
- Coordinate efforts between internal teams and external vendors, managing adjustments to scope, schedule, and costs as needed.
- Monitor and assess project performance using relevant tools and techniques, reporting progress and escalating issues to management as required.
- Implement risk management strategies to mitigate potential project risks and maintain comprehensive documentation throughout the project lifecycle.
- Communicate project updates to stakeholders and senior management, ensuring resources are available and properly allocated.
- Track and analyze project performance to achieve both short-term and long-term goals, meeting budget objectives and adjusting constraints based on financial analysis.
- Develop and use tools such as spreadsheets, diagrams, and process maps for documentation, continuously improving leadership skills and staying updated through conferences and training.
- Integrate versatile language models into applications for writing assistance, summarization, and chat functionality.
- Extract key data from documents using APIs and command-line tools, and automate business processing tasks with prebuilt AI models, customizing document extraction for specific industry needs.
- Implement image and text recognition in applications and train custom vision models to detect visual anomalies, manage digital media, and tag items in images.
- Develop intelligent applications using REST APIs and SDKs for tasks like sentiment analysis, entity recognition, and translation.
- Provide large language models (LLMs) and retrieval-augmented generation (RAG) with enterprise data, enabling users to query diverse data sources and

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access up-to-date information through a chat interface, with future capabilities for action-based decisions.

- Utilize AI-powered predictive and prescriptive analytics to offer insights and recommendations, improving business outcomes.
- Leverage data models and machine learning to enhance employee experiences, drive candidate engagement, and boost workforce productivity.
- Focus on high-probability sales leads to accelerate deals and improve conversion rates, and enhance service efficiency and personalization with AI-powered support.
- Use intelligence and automation to optimize supply chain management and manufacturing processes, and unify customer data for a real-time view to engage, convert, and nurture relationships.
- Perform additional tasks as necessary to support project success.

## Qualifications:

- Bachelor's degree in Computer Science, Engineering, or related field.
- Proven working experience in project management.
- Solid technical background with understanding and/or hands-on experience in AI technologies.
- Excellent client-facing and internal communication skills.
- Excellent written and verbal communication skills.
- Strong organizational skills including attention to detail and multitasking skills.
- Project Management Professional (PMP) certification is a plus.
- Experience with project management software tools.
- Ability to manage multiple projects simultaneously.
- Strong problem-solving skills.
- Ability to work in a fast-paced environment.
- Experience in risk management and resource allocation.
- Knowledge of machine learning, natural language processing, and data analytics.
- Ability to stay updated with the latest trends and advancements in AI.

## Why Join Parikh AI?

Joining our team means becoming part of a dynamic and forward-thinking company that is leading the charge in AI innovation. You'll have access to a network of industry leaders and ample opportunities for career advancement as you work on projects that push the

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boundaries of technology. We offer a competitive salary and benefits package, alongside numerous professional development and growth opportunities designed to help you expand your skills and advance your career.

At Parikh AI, you'll be involved in cutting-edge projects that make a tangible impact in the AI and data analytics space. Our collaborative and inclusive work environment fosters continuous learning, values diversity, and encourages personal and professional development. If you're passionate about innovation and looking for a place to grow, this is the opportunity you've been waiting for!

## **How to Apply:**

If you are passionate about sales and business development and have the experience and skills required for this role, we would love to hear from you. Please send your resume and a cover letter detailing your relevant experience to [careers@parikh.ai](mailto:careers@parikh.ai).

Parikh AI is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.