

Job Description

Project Manager

About Elecbits

Elecbits is a tech-enabled B2B platform that helps Electronics Enterprises to go from an idea to a shelf ready, commercial Electronics Product. We cover the end-to-end intricacies involved in the Electronics product development & manufacturing cycle using 25+ micro-services on our platform.

We are proud to have worked with more than 100 eminent enterprises, digitizing their product development and manufacturing lifecycle. Some notable names are Ola Electric, Urban Company, Maruti Suzuki, Bosch, V-guard, Luminous, Phone pe, Escorts Kubota, Napino, etc. We are the largest B2B Electronics development and manufacturing platform of its kind, having more than 3000 global Electronics manufacturers and suppliers on our platform.

Key Responsibilities

We are on a mission to build the digital and physical infrastructure for every electronics enterprise on the planet.

1. Own complete project delivery — from scope definition to execution, ensuring timelines, quality, and budget adherence.
2. Act as the client SPOC, providing timely updates, summaries, and clear communication across all channels.
3. Plan and track projects through structured schedules, defined milestones, and accurate status reporting.
4. Coordinate with vendors for onboarding, documentation, delivery tracking, and issue resolution.
5. Collaborate with internal teams to align goals, manage dependencies, and ensure transparent communication.
6. Maintain up-to-date project artefacts — HLDs, LLDs, budgets, charters, and audit checklists on Zoho/Git.
7. Identify and resolve roadblocks proactively, escalating only when necessary.
8. Manage budgets and commercials, tracking costs, optimizing resources, and reporting deviations early.
9. Ensure compliance and governance across legal, quality, and documentation standards.
10. Demonstrate ownership, proactiveness, and adaptability in driving project outcomes and stakeholder satisfaction.

Why Join Us?

Work hard, party harder:

Our mantra balances dedication and celebration.

No self-imposed limits:

We encourage you to push your boundaries and reach your full potential.

Energized environment:

Our company's energy fuels growth and self-improvement.

Good vibes only:

We foster a positive and supportive atmosphere for all.

Preferred Skills:

- Strong leadership and team management abilities
- Ability to navigate through a problem using Logic & Common Sense
- Ability to handle high stress situations
- Hunger for growth and a learning mindset.
- Excellent communication and interpersonal skills
- **Bachelors or Masters** or equivalent degree in engineering / management.
- **4-6 years of experience**

Job Type	City	Cost to Company
Full Time	Gurugram/Bangalore	

How to apply?

Please mail your resume at careers@elecbits.in in the following format.

Mail Subject: {{name}} – Application for {Senior Project Manager}

Also, add the following details while mailing

Total work experience

Current CTC

Date of joining

Attach your latest resume

Be a part of our team that works toward Exponential growth:-

We are looking for immediate joiners with a maximum notice period of 1 month.

This would be an in-office role for our Gurugram branch.