

Ampersand provides full scale technology sustainment, strategic planning and professional services to our clients, allowing them to achieve their greatest ambitions.

## Technical Project Manager

Full-time, exempt

### Position Duties & Requirements

- Coordinate with clients, internal team members, and third parties/vendors for flawless execution on projects
- Take ownership of client facing project communications in a professional and expert manner
- Document and communicate project scope, deliverables, objectives to all stakeholders (both internal and external)
- Document and communicate project timeline, dependancies, blockers and risks
- Create and maintain comprehensive project documentation
- Create and maintain governance frameworks for projects managed by technical leads
- Work with the project team to find innovative solutions to remove blockers and mitigate project risks
- Meet budgetary objectives and make adjustments to project plans based on financial analysis
- Manage multiple concurrent projects
- Other duties as assigned

### Knowledge, Skill & Ability Requirements

- Proven working experience in project management for Information Technology (IT) projects
- Experience with budgeting, financial analysis and business case development
- Experience with quality assurance and IT systems testing methodologies
- Experience with Microsoft Project, Project Online, Project for the Web
- Exceptional follow-through, organization and attention to detail
- Excellent coaching and mentoring skills
- Excellent oral and written communications skills
- Excellent project management and problem-solving skills
- Ability to work independently and with a group
- Ability to work under stressful conditions and meet continually changing needs and deadlines

### Preferred Qualifications

- 3-5 years professional experience
- 4-year degree in business administration, finance, information technology or other applicable field preferred
- Project Management Professional (PMP) certification, or equivalent, preferred
- Relevant professional certifications preferred

Hiring decisions are contingent upon successful completion of background check and drug screening.

It is the policy of AlasConnect not to discriminate against any employee or any applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability, sexual orientation or national origin. This policy shall include, but not be limited to, the following: recruitment and employment, promotion, demotion, transfer, compensation, selection for training including apprenticeship, layoff and termination. This company further agrees to take affirmative action to ensure equal employment opportunities.

AlasConnect will attempt to make reasonable accommodations during the application and/or hiring process for qualified job applicants with known disabilities unless doing so would result in undue hardship for the company.

We will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by AlasConnect, or (c) consistent with a contractor's legal duty to furnish information