

Project Manager

Job Overview

This position is responsible for managing projects of varying size and complexity and following standardized project management processes and best practices. The incumbent will oversee all project related disciplines required for the successful and timely completion of the project. The incumbent will develop effective relationships with internal and external customers.

We support our federal, state, and commercial business partners to achieve high-quality projects meeting the customers' expectations.

Responsibilities and Duties

Develops, finalizes, and manages the timeline, budget, security plans and monitors the process for projects. Manages the scope of projects to ensure they are completed in an accurate and timely manner according to the customer's and company's requirements. Performs actual to plan comparison on the project, identifies any deviation from the project baseline and requests timeline extensions and/or additional monies. Ensures projects are meeting internal quality control standards and that internal quality control reports are prepared.

- Develop project plans, manage identified issues and risks, maintain resource budget
- Assist in the hiring and training of staff. Provides input to management regarding performance of project team members
- Manage customers' expectations regarding projects and work with the customer to turn ideas into future business opportunities
- Provide input regarding project management processes and assist in preparing cost and technical proposals

Qualifications

- PMP certification required; CAPM strongly suggested
- 8+ years' experience managing software development projects, using a formal methodology, i.e. Agile or Waterfall
- Four-year degree in MIS, Computer Science, Business or related field and/or equivalent training and/or experience
- Experience with MS Project required
- 8+ year of project budgeting
- Experience with CMMI desired
- Some overnight travel required



Additional Qualifications

- Effective communication
- Analytical thinking
- Challenges status quo when appropriate
- Excels in making sound decisions and developing practical solutions
- Technical expertise
- Directing others
- Displays sound ethics
- Keeps fully alert to the weaknesses, strengths, threats and opportunities facing the project
- Excels in motivating and inspiring
- Deals effectively with the organizational climate
- Strong interpersonal skills
- Capitalizes on talents of all team members

Reports To

The Project Manager reports to the Program Manager.

Job Location

The corporate office is located in Urbandale, IA, and we have a location at the State Capitol in downtown Des Moines, IA

How to apply

Apply on our website www.nicwdm.com