

Project Manager - IT 2

Benefits: Candidates on temporary assignment may qualify for our competitive benefits package which includes group health, life and disability insurance and voluntary benefits such as retirement savings and holiday pay.

Salary range: DOE
Employment status: Contract / Temporary

Description

You could work onsite as a Senior Project Manager by joining our local client's existing team. This long-term contract / temporary employment opportunity is based in the Burlingame, California area. We are seeking Senior Project Managers to manage key projects as part of our client's strategic business plan in their new position. This position succeeds when it serves as a key member of the team, ensuring that changes are delivered to the expectations of stakeholders. You will strengthen your candidacy if you can be responsible for managing projects to successful completion, ensuring that projects deliver on time, on budget, and in accordance with standards and guidelines over the entire project. Submit an application today!

What you get to do every single day

- Affirm that the functional requirements are achievable, met, and tracked
- Initiates and schedules projects - as per the Project Roadmap defined by the Business Owner
- Lays out project with appropriate ticket workflows and boards
- Contributes to identify, classify, and manage risk for functional improvement requests
- Amasses facts from business analysts, technical leads, and QA leads into references
- Lists out and supervises the sprint planning and grooming meetings and follows ticket assignments
- Provides the RACI matrix for projects in a product line
- Make it easier for the team focus on the on-time delivery of agreed products
- Supplies the daily stand-ups, safeguarding they are brief, focused, and timely
- Grants detailed reporting to management on project status, milestone completion, and risk assessments
- Places schedules and milestones with inputs from all other teams assigned to that product, manages project scope and timelines
- Steers project planning
- Work in close collaboration with the Business Analyst, QA Manager, Product Specialist, and Product Owner/Product Manager
- Joins with Product Owner/Product Manager to provide that the product vision and high-level business objectives are error-free and doable
- Assists to manage dependencies among cross-product teams
- Comes together with the Product Owner/Product Manager to turn the product roadmap into executable projects
- Conducts deployment scheduling in coordination with Dev Ops, Product Owner, and tech lead
- Works with and communicates with technical team members, designers, stakeholders, and developers
- Endeavors as Scrum Master for the developers on the team - clearing obstacles, leading scrum ceremonies, and ensuring the team is working effectively
- Coordinates with the Product Owner/Product Manager to facilitate creation and maintenance of the Project Roadmap

Requirements

- Commitment and abilities to meet critical business deadlines
- Ability to understand and communicate technical concepts to both technical and non-technical colleagues
- You'll do well at this position if you are familiar and comfortable with IT project management methodologies

- Excellent problem-solving skills
- Applicants with proficiency using commonly accepted scheduling and project management tools are preferred
- Show the ability to adapt and learn new techniques and skill sets when required
- Demonstrated leadership and supervisory ability, strong operation and project management skills
- Must be able to work independently with minimal supervision
- If you're looking for job openings and have experience working with e-learning and blended learning programs, you might be a good fit for this position.
- You're sure to succeed in this position if you are flexible and focused
- Excellent communication and organizational skills
- Minimum of 3 years of relevant Project Management experience
- You might be a good fit for this position if you have a Project Management (PMP) certification
- Solid understanding of navigating basic office equipment and protocols

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