



Software Implementation Project Manager - On Point Job Position

May 03, 2021

Position: Software Implementation Project Manager

Founded by former state and federal agency staff and executives, On Point Technology, LLC provides superior, modern, and efficient solutions to streamline benefits agencies' workflow. Designed with an eye towards the future—and a deep understanding of the past—all our products are built to maximize ROI and improve efficiency. With the largest footprint in the UI industry, over half the states trust our products and services above all others. We are the only vendor to be called upon to give expert testimony before Congress on the challenges facing the UI benefits system.

Position Description

The Software Implementation Project Manager will play a critical role in On Point's Professional Services team, responsible for project management and the execution of our Integrity Focused SaaS implementation projects, guiding the successful deployment of our enterprise cloud-based Integrity Product Suite. In a client-facing role, this individual will lead On Point clients through the business, technical, organizational, and workflow aspects of the implementation and integration of our product suite.

We are looking for innovative, well-organized, client-focused professionals with a strong track record of delivery, a can-do attitude, and the ability to work effectively with client-facing and internal teams. Individuals should be detailed oriented and possess a strong grasp of all aspects of project management.

Includes travel anywhere from 25% of the time to 50% of the time. For some integration projects, an extended stay for a 2-week period may be required.

Duties

- Manage an implementation project's complete life cycle from sales hand-off through go-live and Production Support hand-off.
- Work directly with customers on the organization, management, and oversight of projects.
- Manage the implementation team to deliver the project on budget and schedule that meets customer expectations.
- Work closely with internal development, QA, and product management teams regarding customer customizations and enhancement requests.
- Manage a change control process with the customer to track scope changes.
- Establish project tasks outline and schedule estimates
- Work closely with the customer-based project manager to assure successful delivery of the platform
- Provide project statuses and updates to both internal and customer executive teams.

- Contribute to PMO via process improvement initiatives, including standard project management methodology and standard project artifacts.

Essential Skills

- Strong written and verbal communication skills for internal and external communications
- Project budget tracking of physical and human resources used to execute individual projects
- Unemployment Insurance experience is a plus (specialty surrounding fraud, overpayments, and adjudication)
- Proven track record of delivery of projects
 - On-Time
 - Manage Scope
 - Contain Budget
- Perform risk analysis and apply mitigation strategies to increase project delivery and success
- Working knowledge of MS Project and other project management tools
- Strong working knowledge of TFS and task manage/tracking
- Team player with strong work ethic, presentation and communication skills, self-confidence, enthusiasm, and an independent work approach.
- Ability to track project status/ ongoing tasks to be completed in a visible and very organized way.
- Demonstrated track record of building client relationships and working through adversity.
- Solution-oriented with the ability to align technical offerings with practical and creative solutions to solve problems.
- Willingness to adapt to evolving business and client needs.
- Track project performance to align with short and long-term goals
- Ability to bring organization and structure while also being comfortable working in a fast-paced environment and on a path that is yet to be paved.
- Ability to handle multiple projects in parallel.
- High level of proficiency with MS Excel, Word, and PowerPoint.
- Ability to be self-motivated and complete work with minimal supervision

Education and Certifications

Bachelor's Degree in business or technology related studies or equivalent work experience (5+ PM Experience)

PMP Certification (Preferred but not required): Required to be up to date

Highly Considered Candidates Will Have:

- PMI Project Methodologies and Concepts
- Project Management tools (MS Project, SharePoint, MS Excel, and MS Teams)
- Managing remote employees and project teams
- Experience working with public sector clients.
- Experience working in a consulting environment.
- Successful delivery of medium to large enterprise software projects.
- Proficiency in Earned Value Management project accounting methodology.
- Experience with Microsoft TFS (Team Foundation Server).
- Technical experience in any of the following: .NET, JAVA, SQL, Relational databases

Diversity & Inclusion On Point Technology strives to attract and retain the best people and provide an environment where they can all develop professionally and build a rewarding career. As a result, we have an

environment rich in diversity that acknowledges everyone's uniqueness, values his or her skills and contributions, and promotes respect, personal achievement, and stewardship.

Benefits

On Point Technology employees may participate in a variety of benefit programs and make choices based on individual needs and interests.

An employee's compensation package may include:

- Healthcare Benefits (Medical, Prescription Drugs, Dental, and Vision)
- Wealth Accumulation (401K Savings Plan and Transaction Bonus Plan)
- Income Protection Plan (Life and Disability Coverage)
- Flexible Spending Accounts (Healthcare and Dependent Custodial Care)
- Paid Time Off
- Pre-Tax Commuter Benefits
- Benefit Waiver Allowance

Job Details

Title: Software Implementation Project Manager

Required Education: Bachelor's Degree in business or technology related studies or equivalent work experience.

Required Experience: 5+ Years.

Manage Others: No

Company: On Point Technology, LLC

URL: www.onpointtech.com

Location: Remote

Employee Type: Full Time

Salary Range: Based on Experience

Travel Requirements: 25% - 50% travel

Relocation Covered: No

How to Apply: Please submit a cover letter, resume, and salary requirements to recruiting@onpointtech.com

Equal Employment Opportunity (EEO)

On Point Technology, LLC is an equal opportunity employer. On Point Technology, LLC does not unlawfully discriminate based on race, color, religion, national origin, sex, age, marital status, military status, personal appearance, sexual orientation, gender identity or expression, family responsibilities, genetic information, disability, matriculation, political affiliation, or any other characteristic protected by federal or state law. Our non-discrimination policy applies to all facets of employment, including recruiting, hiring, employment,

promotion, demotion, dismissal, compensation, and training opportunities.

No search firms or employment agencies, please

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