



Title: TECHNICAL PROJECT MANAGER (software development or systems integration) PMI PLUS

Skills: HTML, SQL, and programming-software development or systems integration – experience with Project management and deployment.

**Location: Fenton, MO**  
**Area Code: 314**  
**Tax Term: CON\_HIRE\_W2**  
**Pay Rate: TBD**  
**Travel Required: NONE**

Description:

Requirement ID 000568

Title: Technical Project Manager-LEARNING

Posted Date 12/21/09

Location: Fenton

Right to Hire 6 months

Job Description: Manage Software development projects.

**KEY ON THIS ROLE IS THIS:**

This is a Web/Graphics development centric environment prior experience in this is key:

A high degree of skill in web development with hands-on experience in information architecture, web graphics and page layout.

(12) Working Knowledge of HTML, SQL, and programming.

The Primary tasks include:

Client and team communications, requirements gathering, developing project estimates and plans, risk assessment of technology development, Leading and managing a software development team, and managing and reporting on project budgets and schedule.

This position is part of the Technology team that supports Clients Learning, The Technology team is comprised of Technical Managers, Architects, Developers, and Quality Assurance Analysts.

The Technology team works with Project Manager, Graphic Designers, Instructional Designers, and Writers in Client learning to provide training and development solutions for clients.

Daily Duties

- ✚ Work closely with the client and operations team to define, document develop and deliver solution to clients.
- ✚ Estimates time requirements for technology projects.
- ✚ Identifies obstacles to success and takes independent action to resolve where possible.
- ✚ Creates, communicates and manages the overall timeline for technology projects.
- ✚ Maintains budget and time metrics for the project
- ✚ Escalates issues to Project Sponsor and/or management when appropriate.

- ✦ Prepares status reports to be distributed to client, operations, project development team, infrastructure representatives and management.
- ✦ Engages architects as appropriate for major technical design efforts or issues.
- ✦ Coordinates request for changes from original project scope Updates and distributes all pertinent documentation.
- ✦ Provides specific feedback on technical resources to their manager
- ✦ Mentors technical leads
- ✦ Enforces Standards
- ✦ Schedules and Facilitates project team meetings.
- ✦ Facilitates effective communication throughout the project lifecycle
- ✦ Identify opportunities to improve processes and reduce project costs.

#### Skill Set:

- ✦ 5+ years of software development and/or systems integration experience.
- ✦ 3+ years experience in project management of software development and deployment
- ✦ Experienced in gathering and documenting business requirements.
- ✦ Experience with database-driven internet application development
- ✦ Experience with Systems Development Methodologies in support of the of the Systems Development Lifecycle
- ✦ Solid project and time management skills with strong verbal and written communication abilities.
- ✦ Results oriented self starter with the ability to deliver projects on time and within budget.
- ✦ Able to develop and manage project schedules and budgets.
- ✦ Ability to manage multiple project deliverables as well as a project team of information architects, graphic designers, quality assurance analysts and developers
- ✦ Proven experience with client interaction-including exemplary technical presentation skills.
- ✦ High degree of skill in web development with hands-on experience in information architecture, web graphics and page layout.
- ✦ Working knowledge of HTML, SQL and programming.
- ✦ Strong energy and enthusiasm toward technology.
- ✦ Ability to manage short term needs and yet proactively plan for the future.
- ✦ Proficiency in Microsoft Office and Microsoft Project.
- ✦ Degree in Computer Science, Information Technology or related field is preferred.
- ✦ PMI Certification not required, but is a plus.

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