

## Software Development Project Manager

A Chicago based IT Professional Services firm located in the West Loop is seeking a full time Project Manager to join a team of developers working on healthcare projects within a SharePoint environment. We are a Microsoft certified organization primarily utilizing .NET, C#, SQL Server 2008 R2 and SharePoint on the Windows Server 2008 R2 platform. We specialize in building SharePoint portals and integrating .NET custom applications and Network Infrastructure. We provide in house development services to mid size companies and fortune 1000 companies. Our business is growing and we are adding a new Project Manger to fulfill our client business and technical needs. Join a fun and casual atmosphere near public transportation.

This individual will provide collaborative oversight and support with sales, development and networking teams to attain project goals and ensure tasks and resources are allocated and managed and to ensure that the objectives of client and project expectations are met or exceeded. Primary responsibilities include providing resource management, assisting in developing and determining project approach, plans and timelines. Additionally the project manager will be responsible managing implementation of the project plans and will work to identify key miles stones and client "touch points" to assist in keeping client expectations on track. Additional task will include managing in and out of scope issues, executing project evaluations, performing risk assessments and facilitating team communication. This position requires strong organizational abilities to manage multiple dynamic projects simultaneously.

### Duties

- Fill the role of being the single Point of Contact for all assigned projects with responsibility for project deliverables and quality
- Managing the statement of work as well as other project issues, risks, and changes
- Managing key customer relationships at all levels, including executive and senior management
- Managing project schedule, resources, communication, and margins
- Facilitating the progress of the implementations to ensure that timelines and customer goals are achieved
- Working with customers to prepare them for the operational ownership of their new solution
- Develop project management processes to continually reduce cost, increase quality and develop more effective methods of communication

## Skills/Requirements

- Experience communicating with customers/managing customer relationships
- Strong organizational skills to manage and monitor multiple simultaneous projects
- Must be a team-player with the ability to work within a collaborative environment
- Excellent interpersonal skills, ability to work with diverse personality types
- Ability to understand technical issues at a high level
- Strong facilitation and coaching capabilities
- Experience with business applications and web based programming languages/technologies including SharePoint workflows
- Proven track record of successful projects
- Excellent analytical skills and ability to learn quickly
- High motivation and desire to grow the client relationships and exceed project expectations
- Passion for excellence and process improvement
- **Three to five years of experience managing successful project implementations**
- **At least five years of experience in the software development industry**
- Undergraduate degree in Computer Science, Computer Engineering or Management Information Systems preferred

Please send resume to [jobs@mxotech.com](mailto:jobs@mxotech.com)