



<https://www.ucfs.net/job/it-project-manager/>

IT Senior Project Manager

Description

The IT Senior Project Manager oversees schedules, budgets, resources and project deliverables. Delivers business results by ensuring that project management best practices are being met. Monitors teams to make sure the project goals and objectives are being kept. Serve as a liaison between the business and technical aspects of assigned projects Knowledge of both larger landscapes and granular details while tracking project health, staying alert for risk and resolving issues as they arise. Maintains standards and monitors project scope and quality requirements.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Manages assigned projects to ensure adherence to budget, schedule, and scope of project
- Develops, maintains, and revises proposals for assigned projects including project objectives, technology systems, information specifications, timelines, funding, and staffing
- Sets and tracks project milestones; manages and accounts for unforeseen delays, then realigns schedules and expectations as needed
- Establishes and implements project communication plans, providing status updates to affected staff and stakeholders
- Collects, analyzes, and summarizes information and trends as needed to prepare project status reports
- Works with key stakeholders to understand the business needs, and creates a project management plan that aligns with the company's strategic objectives
- Reports on project progress to appropriate stakeholders
- Monitors production and quality to ensure customer/stakeholder/sponsor standards
- Identifies and resolves issues and risks
- Manages a large portfolio of projects
- Leads meetings and set expectations for the project team
- Manages resources to ensure project schedules are on track
- Performs other related duties as assigned.

TECHNICAL SKILLS

- Bachelor's degree required; MBA preferred. Experience in business administration, management, leadership and related fields.
- 10+ years' experience in project management
- PMO experience and PMP certification preferred
- Knowledge of agile and lean approaches such as Scrum and Kanban among others
- Experience in Agile project management teams
- Proficiency with project management software and related tools such as DevOps, JIRA, MS Project, Excel, etc.
- Proven leadership skills
- Expertise in conflict resolution.

Hiring organization

United Consumer Financial Services

Employment Type

Full-time

Duration of employment

Permanent Position

Industry

Financial Services

Job Location

44145, Westlake, Ohio

Date posted

October 21, 2024

Valid through

27.03.2025

OTHER SKILLS AND ABILITIES

- Work effectively and collaboratively with UCFS employees, vendors and customers
- Strong problem-solving skills, especially working with complex and ambiguous information
- Experience building production, commercial-quality web-based applications
- Effectively adopts to and manages changing priorities
- Excellent verbal and written communication skills
- Works efficiently in accordance with customers' time constraints
- Can multi-task in a busy, fast-paced, sometimes stressful environment with interruptions
- Experience with financial services concepts (loan origination, loan servicing, collections, etc.) preferred
- Self-motivated, results-oriented, and creative with a strong sense of accountability
- Embraces change and takes initiative to learn new technologies
- Familiar with standard business software including the Microsoft tools (Teams, Outlook, Excel, Word)
- Adheres to UCFS policies, procedures, and guidelines.

OTHER INFORMATION

- This position operates in a professional office environment at UCFS offices in Westlake, Ohio.
- This is a full-time position, which is defined as being scheduled to work 45 hours or more per week.
- UCFS is open for operation seven days a week
- UCFS employees can work remotely up to 2 days per week
- Some travel may be required for this position.