



## **IT PROJECT MANAGER**

**MASON, OHIO**

**ARE YOU READY TO MOVE TO A STRATEGIC POSITION WITH STRONG INFLUENCE IN A GROWING ORGANIZATION?**

**SNAAC** IS CONTINUOUSLY BUILDING OUR BUSINESS AND HAS BEEN PROVIDING OUTSTANDING SERVICE TO OUR CUSTOMERS FOR THE LAST 25 YEARS. AS ONE OF THE **FASTEST GROWING COMPANIES** IN CINCINNATI, WE ARE LOOKING FOR AN EXPERIENCED IT PROJECT MANAGER WITH A STRONG TRACK RECORD OF LEADING ORGANIZATIONS TO CONTINUE TO SUPPORT OUR GROWTH AND INGENUITY.

### **SUMMARY**

The IT Project Manager is a strategic role which works directly with the Director of Information Technology to determine technology initiatives and coordinate delivery of development (beta) and production releases that meet quality assurance standards. This position drives prioritization of project initiatives with clients in all levels of the organization, including executives and leadership and leads the core information technology project plan.

### **ROLE AND RESPONSIBILITIES**

- Implements and maintains project methodology and prioritization, focusing on cost benefit analysis
- Presents project plans to executives and business partners; negotiates and drives best strategies for the business
- Establishes clear information technology project specifications that set direction for project team including assignment of individual responsibilities, technical function, and resource allocation
- Leads project requirements including identifying product and customer needs/ requirements, translating those requirements into effective system/software solutions, and determining appropriate resources to meet the timely completion of specific tasks
- Works with teams to identify complexity, cost, time constraints, internal and external staffing, equipment needs and requirements
- Assists technical team in design and development tasks, creation of test plans and testing efforts
- Ensures technical solutions and schedules are implemented in a timely manner
- Provides clear project documentation work processes
- Provides project updates to key stakeholders and team
- Identifies and mitigates issues as they arise; continually identifies areas of improvement and optimization
- Develops and maintain integral relationships with users, external vendors and technical resources

The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **POSITION REQUIREMENTS**

- Bachelors or Master's degree or equivalent experience (7+ years) in Computer Science or other technical, related field
- 5+ years in IT Project Management within a business organization
- Knowledge of IT industry standards (i.e. web, db, storage, server, VMware)
- Demonstrated experience with presenting strategies to executive leadership/key business partners
- Demonstrated strong analytical and problem solving skills

- Demonstrated ability to understand business needs and strong track record of establishing and maintaining a high level of customer trust and confidence
- Demonstrated superior problem solving skills with strong competencies in detecting underlying patterns, identifying root causes and designing optimal process solutions
- Demonstrated ability to troubleshoot and work towards a solution with teams on high priority issues, including resolving performance issues and resource conflicts
- Demonstrated solid verbal and written communication skills, including documentation (architecture, design and training)
- PMP Certification preferred
- Experience/Knowledge of a variety of project management tools, software and concepts with an ability to evaluate and recommend best approach for business strategies

**BENEFITS:**

Medical Insurance (Anthem Blue Cross / Blue Shield), Dental Insurance, Life, STD and LTD Insurance Coverages  
Available Paid Time Off (15 Days during your first year) + 6 Holidays  
401K Investment Plan (50% Match- 1% - 5% contribution; 25% Match 6%- 10% contribution)

**APPLY:**

Please e-mail your resume for consideration to [HR@SNAAC.COM](mailto:HR@SNAAC.COM) with the title of IT Project Manager in the subject line.

Fax: (513) 336-6602

**ABOUT SNAAC:**

SNAAC offers excellent benefits for our associates including employee referral program, discounts on adjacent child care facility, career pathing, business casual dress and much more. We are excited to offer you a great opportunity to work for a fun, exciting and growing company. While others were experiencing layoffs and downsizing, we continued to remain strong due in large part to our excellent environment and associates!