Title:	DHCF DCAS Technical Project Manager	**Region:**	District of Columbia
Req ID:	602466		

Details

Requisition Details

Req. Class:	ITCV1 : 4-Master	**Region:**	District of Columbia
Title:	DHCF DCAS Technical Project Manager		
Req. Status:	Open		
No. of Openings:	4		
Start Date:	08/05/2019		
No New Submittals After:	08/01/2019		

Worksite Address:	955 L'Enfant Plaza SW, Wash
Agency Interview Type:	In Person
Advanced Technical Screening Required?:	No
Existing Incumbent Resource?:	No

Hours/Units per day: 8

Days per week: 5

Requisition Description

Engagement Type: Contract

Short Description: The Department of Health Care Finance is looking for number of well-seasoned Program Managers (Technical) who will oversee the various aspects and subsets of the SDLC within the PMO.

Complete Description: The Department of Health Care Finance is looking for number of well-seasoned Program Managers (Technical) who will oversee the various aspects and subsets of the SDLC within the PMO. The Core duties associated with the role are as follows: The Senior IT Project Manager (project manager) exercises independent judgment and exceptional management skills in the performance of their duties. The project manager manages multiple large-scale or enterprise IT projects implementing COTS software applications, software development, data management, infrastructure, or other related projects as assigned and monitors customer driven changes, assess and communicates budgetary impacts to internal customers and updates supervisor. The project manager serves as a technical expert of assigned area of applications and delivers state of the art IT solutions to meet business needs assisting business stakeholders in determining automation and simplification process opportunities. The project manager assumes a leadership role and exercises independent responsibility in planning, scheduling, designing, and implementing approved projects and other work as assigned, to include participation in the quality assessment of services performed by the vendor where applicable. The project manager is comfortable with ambiguity and works to develop more definition for the program and project from which decisions may be made regarding project efforts involving areas of uncertainty in approach, methodology, interpretation, or technical feasibility that may result from such elements as continuing program changes, new technological developments or requirements, regulatory changes, and conflicting requirements. The project manager uses expert judgement in decision making for stakeholder management and scope management with financial, and contractual impact analysis. The work requires that the project manager create and design new business process workflows/ techniques, establish

manager create and design new business process workflows/ techniques, establish criteria and/or develop new approaches, and information. Evaluates products for completeness, timeliness, accomplishment of objectives, and conformance with regulatory requirements. Using administration policies, processes, and standards, develops detailed project plans, tasks, schedules, identifies milestones and ensures proper sequencing of events and dependencies both internal and with external vendors. The project manager identifies resource, manpower, and project funding requirements. The project manager analyzes and monitors work in progress, evaluates the status, identifies, manages, and reports on, risks, issues, and action items (RAID). The project manager updates plan and recommends business process changes in response to evolving circumstances, resources, or objectives and ensures deadlines and priorities are met. Work is scheduled with other functional teams in a matrixed environment setting resource needs and priorities. Utilizes internal tools to track progress and maintain project management documentation. To achieve project objectives, translates high-level business requirements into functional specifications and ensures that all needed analysis, designs, business practices are addressed while incorporating stakeholder feedback. The project manager sets priorities and deadlines for daily project workflow, discusses issues with the supervisor, and recommends changes to the program activities as needed. The project manager ensures that project documentation such as charters, scope definition and control measures, RAID, communications plans, technical documentation, regulatory evidences, delivery documentation per the SDLC are prepared, approved, and maintained for each project. Uses said documentation to assist business unit managers in prioritizing new projects, enhancements of existing systems, and systems maintenance requests. The project manager assists in the implementation of, and compliance with the SDLC. Serves as a direct liaison with internal and external customers, project team members, to manage expectations regarding project and departmental goals and resource capabilities and capacity. The project manager convenes regular project progress reviews, maintains productive interaction with all stakeholders ensuring appropriate interests are represented. The project manager provides reports on work progress for a range of audiences and levels of organizational seniority, including up to executive level. The project manager owns overall responsibility for meeting project goals, objectives, schedule, cost, and quality as defined by the scope and requirements. The project manager's final work results are reviewed for accomplishment of goals, effectiveness of results, and overall compliance with policies, and processes. Final work results are considered technically authoritative and are generally accepted with need for changes. Other duties as assigned. • Drive aligned workstream deliverables associated within the SDLC for DCAS. • Manage and track vendor deliverables. • Analyze, assess and report upwards to senior leadership on the health. • Identify, assess and manage risk and issues within their aligned deliverables and workstream • Communicate with all stakeholders and business partners. • Assist in implementing standard and customized project management methodologies such as requirements gathering procedures, risk analysis methods and triggers, stakeholder communication procedures and escalation paths etc. This individual will be working closely with the Department of Health Care Finance and its partner agencies to ensure the agencies' priorities are met. Behavior Characteristics • Adaptable • Analytical • Goal-Orientated/Driven/Self-Starter • Collaborative --- CONTRACT JOB DESCRIPTION Responsibilities: 1. Coordinates IT project

management, engineering, maintenance, QA, and risk management. 2. Plans, coordinates, and monitors project activities. 3. Develops technical applications to support users. 4. Develops, implements, maintains and enforces documented standards and procedures for the design, development, installation, modification, and documentation of assigned systems. 5. Provides training for system products and procedures. 6. Performs application upgrades. 7. Performs, monitoring, maintenance, or reporting on real- time databases, real-time network and serial data communications, and real-time graphics and logic applications. 8. Troubleshoots problems. 9. Ensures project life-cycle is in compliance with District standards and procedures. Minimum Education/Certification Requirements: Bachelor's degree in Information Technology or related field or equivalent experience

Client Information

Work Location:	DHCF - 955 L'Enfant Plaza SW, Suite 3500, Washington DC 20024	Cost Center:	DHCF - Department of Health Care Finance
		Project:	

Required/Desired Skills

Required /Desired

Skill	Required /Desired	Amount	of Experience
Expert managing multiple projects with 10 or more team members in a matrix environment at an enterprise level	Required	10	Years
A substantial track record of delivering projects on time and within budget, meets agreed upon scope, business goals as supported by references	Required	7	Years
Knowledge of PM Tools such as MS Project; JIRA; Sharepoint; Sciforma, Salesforce etc.	Required	7	Years
Strong knowledge from a Technical Architecture level in areas such as SOA, IAM and other like tools.	Desired	6	Years
Proficiency in project planning and control techniques associated with monitoring progress of projects (i.e. WBS, Critical Path, EVM)	Required	7	Years
Strong communications skills across all levels. Ability to	Required	7	Years

communicate complex Prog, Proj, Portfolio challenges to senior and non technical staff.			
Professional background working on projects within the Health & Human Service industry.	Desired	3	Years
Professional exp. mentoring junior technical staff.	Required	7	Years
Proven ability to manage the day-to-day functions of the project's operational needs.	Required	5	Years
Curam V6 knowledge is highly desired.	Desired	2	Years
Proven ability to quickly assess and mitigate risks in from a Technical & Operational standpoint.	Required	6	Years
Exp. managing SLAs and system licenses.	Required	3	Years
PMP Certified.	Required		
ITIL Certified.	Desired		
16+ yrs leading projects, ensuring they are in compliance with established standards/procedures	Required	16	Years
16+ yrs planning, coordinating, and monitoring project activities	Required	16	Years
Bachelor's degree in IT or related field or equivalent experience	Required		

Questions

	Description
Question 1	Absences greater than two weeks MUST be approved by CAI management in advance, and contact information must be provided to CAI so that the resource can be reached during his or her absence. The Client has the right to dismiss the resource if he or she does not return to work by the agreed upon date. Do you accept this requirement?
Question 2	Please list candidate's email address that will be used when submitting E-RTR.