

FALCONWOOD INC.

About Falconwood, Inc:

Falconwood, Inc. is a small, woman/veteran-owned business providing executive level consultants and programmatic support to Department of Defense (DoD) Information Technology (IT) initiatives and programs.

We provide expert consultation on a diverse range of IT subjects focusing on acquisition strategy, implementation activities, Cyber Security policy, and engineering.

We have an immediate opening for a **Senior Technical Program Manager** must have experience with providing technical program management support to leadership of a complex information technology (it) system. Specifically, cloud based it system development and data migration efforts, and sustainment; ms project and ms project server experience, and demonstrated experience using best business practices on technology programs. Responsible for managing a large multi-functional team in a high-pressure environment, establishing business rules, developing and maintaining the ims, performing earned value management analysis, and meeting project deliverables. Effectively solve problems and recommend improvements.

Location:

Norfolk, VA
Arlington, VA

Job Code: STPM250

QUALIFICATIONS AND EDUCATION REQUIREMENTS:

- CLOUD MIGRATION PLANNING EXPERIENCE
- EXPERIENCE WITH REMEDY® ITSM DEPLOYMENTS TO AWS CLOUD OR EQUIVALENT
- ABILITY TO MANAGE LARGE SCALE IT SYSTEM CONSOLIDATION EFFORTS
- EXPERIENCE WITH ANALYSIS OF CURRENT DISPARATE HELP DESK PLATFORMS
- LARGE SCALE OPERATIONAL IMPACT ANALYSIS PROJECTS
- 8 YEARS AS A PROGRAM MANAGER OF LARGE IT SYSTEM

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- 5 YEARS PROGRAM MANAGER OF COULD SYSTEM MIGRATION PROJECTS
- STRONG MS PROJECT AND MS PROJECT SERVER EXPERIENCE
- PMP CERTIFICATION OR EQUIVALENT
- BA/BS DEGREE FROM AND ACCREDITED UNIVERSITY, PREFERABLY IN IT SYSTEMS OR BUSINESS ADMINISTRATION
- MUST HAVE STRONG MICROSOFT OFFICE SUITE SKILLS, ESPECIALLY POWER POINT, WORD, EXCEL
- DEPARTMENT OF THE NAVY EXPERIENCE A PLUS

PREFERRED SKILLS:

- STRONG COMMUNICATION AND PEOPLE SKILLS
- ABILITY TO WORK WITH MINIMAL GUIDANCE AND MEET DEADLINES
- ABILITY TO PRIORITIZE TASKS AND DELEGATE TO TEAM MEMBERS
- PERFORM DAILY COMMUNICATION WITH MULTIPLE NAVY AND CONTRACTOR ENTITIES
- PERFORM DAILY STATUS AND COMMUNICATIONS ACROSS THE PROJECT
- PREPARE AND MAINTAIN A COMPLEX IMS ACCORDING TO ESTABLISHED BUSINESS RULES
- PREPARE PRESENTATION MATERIALS, QUAD CHARTS, DASH BOARDS, FOR VARIOUS LEVELS OF MANAGEMENT TO ALLOW INFORMED DECISION MAKING
- PARTICIPATE IN LEADERSHIP AND GOVERNANCE MEETINGS, TRACK DECISIONS, ACTION ITEMS, AND FOLLOW THROUGH TO ENSURE COMPLETION

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- ACTIVELY REVIEW PROCESSES AND RECOMMEND IMPROVEMENTS, ADDITIONS, AND CHANGES TO PROVIDE EFFICIENCIES AND INCREASED VALUE TO THE PROJECT

Please reply directly to this position description with an updated resume and your salary requirements directly to Tiffany Cannon at tcannon@falconwood.biz.

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