**Mississippi Department of
Information Technology Services**

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David C. Johnson, Executive Director

Job description

Information Technology Project Manager Team Lead

The Mississippi Department of Information Technology Services' (ITS) Data Services Division is seeking a qualified person for the role of Information Technology Project Manager Team Lead for the Development Team. Successful candidates should have a technology background and have experience managing IT projects, have basic knowledge of application lifecycle management and DevSecOps practices, and have a desire to contribute to the digital transformation of important business functions in state government. This position will lead and coordinate projects for a small development team and will be accountable for the execution of projects and management of staffing resources.

Key Responsibilities

- Works with customers to determine application development project scope and requirements, and performs due diligence and risk assessment before project acceptance;
- Performs project cost estimates, timeline projections, and data migration planning;
- Works with developer staff to monitor project work assignment, helps prioritize assignments and activities, and reassesses as necessary;
- Monitors the quality and timeliness of work to meet project requirements and deadlines;
- Supports and motivates team members; encourages continuous education, training, and professional growth opportunities;
- Builds and maintains healthy working relationships with other divisions and groups;
- Builds and maintains good customer relationships with agencies, vendors, and other organizations;
- Uses established policies, procedures, and guidelines to complete project work efficiently;
- Dedicates time to learning about new products, technologies, skills, and methodologies to continuously evolve the team to offer innovative solutions;
- Helps recruit, interview, and retain new talent for the Development Team;
- Proactively communicates project status to all stakeholders and ensures that team members do the same;
- Addresses customer and vendor complaints or issues quickly, consistently, and in the best interest of the State of Mississippi, and
- Clearly defines long-term goals, objectives, and strategies for the Development Team in its mission to support the agency and the State of Mississippi

Required Experience

Typically requires a Bachelor's Degree and 7-10 years of relevant IT experience. Incumbent often possesses specialized knowledge in an IT discipline.

Preferred Experience

- Experience managing IT system projects or application development projects. Ability to demonstrate understanding in the general areas of the application development lifecycle, including requirements gathering, project management, analysis, architecture, testing, implementation, maintenance, and training;
- Demonstrable experience leading IT projects, managing technical and professional resources, and billing for technical and professional services. Leadership experience in this area is desired, and
- A high level of customer service competency, balancing customer demands and prioritizing their needs with available resources. Customer service and application support experience is desired.

Qualifications

- Strong customer service, oral and written communication, technical documentation, time-management, and project management skills;
- Ability to demonstrate excellent analytical and problem-solving abilities;
- Ability to work professionally and effectively in a diverse team environment;
- Ability to balance and prioritize multiple demands of your and your team's time;
- Desire to mentor team members and high value on team building;
- Foresight to see the overall "big picture," anticipate change impact and analysis for break-fixes, upgrades, and patches;
- Ability to take a concept or goal from requirements to decommission, through the complete lifecycle of the development product or solution;
- Ability to work in a dynamic, high-demand, high-visibility position while keeping a positive professional attitude and composure, and
- Ability to communicate effectively to both highly technical personnel and to non-technical personnel of all levels from various state agencies, customers, vendors, and other organizations.

Benefits:

- Insurance: Health, Life, Dental, Vision, other supplementals.
- Paid Time Off/Holidays
- Retirement Plan
- Employee Assistance Program
- Hybrid Remote Work Policy for eligible employees

Job Type: Full-Time (8 AM to 5 PM, Monday-Friday)

Salary: $73,673.08 - $100,563.75 per year

- Interested applicants should email their resume and/or a State of Mississippi Application to recruiting@its.ms.gov **and include the position title in the email's Subject Line.**