

EMCC Project Manager

Req #:

XXXXX/224446

Location:

International, DE

Job Category:

Project and Program Management

Minimum Clearance:

TS/SCI

Job Description

Athena Technology Group (ATG) has an excellent opportunity for an experienced, self-directed, **EMCC Project Manager**. This position is in support of a Department of Defense (DoD) organization, US EUCOM located OCONUS in Stuttgart, Germany. *This position is required to travel OCONUS.*

Manages the project work and leads project startup and execution in accordance with task orders. Ensure quality, define and collect metrics and manage overall schedule. Manages fact-finding, analysis, and development of hypothesis/conclusions, production of final reports and delivery of presentations. Must have demonstrated knowledge and experience with project management methodologies in order to work with intricate, multifaceted projects. Manages the overall coordination of IT projects, from planning through implementation. Sets project scope, priorities, and deadlines, as well as the schedule for deliverables. Facilitates discussions and consensus among the various project stakeholders. Monitors, adjusts and reports on project performance, budget, and schedule. Tracks administration of systems/environment solutions for multiple projects with varying schedules. Interfaces with vendors as required. Supports the planning of system/environment requirements for individual projects. May provide work direction and guidance to others.

Prepares and presents program level management reviews of project performance. Responsible for preparing, updating, and distributing project management products, such as PERT/CPM charts, and major milestone calendars required for overall program management. Monitors and tracks identified events in each individual project and tracks the interdependencies of all schedules, resulting in an overall master schedule. Responsible for specifying scheduling and graphics tools to support management of DISN programs. Produces management reports for personnel and contractual resources. Develops work breakdown structures and prepares charts, tables, graphs, and diagrams to assist in analyzing problems and making recommendations. Provides functional

guidance, supervision, technical support, training, and quality assurance/quality control as necessary. Supports senior staff as required and ensures customer requirements and project milestones are met.

More About the Role:

Oversee and manage all IT source events and work orders that impact the mission. Report and coordinate outages and necessary actions with equipment vendors and appropriate service provider; follow up until outage/incident/problem fixed. Representative to all facility and IT projects directly impacting the customer; provide weekly status briefings. Prepares and presents program level management reviews of project performance. Responsible for preparing, updating, and distributing project management products, such as PERT/CPM charts, and major milestone calendars required for overall program management. Monitors and tracks identified events in each individual project and tracks the interdependencies of all schedules, resulting in an overall master schedule. Responsible for specifying scheduling and graphics tools to support management of DISN programs. Produces management reports for personnel and contractual resources. Develops work breakdown structures and prepares charts, tables, graphs, and diagrams to assist in analyzing problems and making recommendations. Manages experienced professionals who exercise latitude and independence in assignments, Leads, directs and reviews the work of a team who exercise latitude and independence in their assignments. Typically, has hiring, firing, promotion and reward authority or ability to recommend and influence decisions within own area, in accordance with manager review and approval. Manages a team with a focus on policy, implementation of strategic initiatives and execution of day to day deliverables. Establishes or works to achieve, team objectives, operational plans with measurable contribution towards the achievement of results of the job function or completion of a project.

You'll Bring These Qualifications:

- Currently hold an adjudicated Top Secret/SCI Clearance and be able to maintain
- BA/BS + 5 years recent specialized or AA/AS + 7 years recent specialized or a major cert + 9 years recent specialized or 11 years of recent specialized experience
- PMP certification
- ITIL V3 certification (obtainable within 6 months of start)
- DOD 8570 IAT 2 compliance (CompTIA Security +, equal or greater)
- TESA eligibility

These Qualifications Would be Nice to Have:

- ITIL v3 - Foundation
- Adaptable to changing circumstances and operational needs
- Understanding of Department of Defense Military standards
- MCSA and/or CCNA
- Incident and Problem Management Experience
- Experience working with and supporting Cisco Routers and Switches