

**JOB TITLE: Project Manager Senior****Job ID:****Job Location:** Contractor location**Job Category:** Engineering

Athena Technology Group, Inc. is a Service Disabled Veteran Owned Small Business (SDVOSB) focused on Information Technology and Communications consulting, system engineering, integration, deployment and operation of state of the art command and control and information systems that deliver critical network centric solution to the warfighter. With a proven track record of technical support to our customers, we are looking for innovative industry professionals to join our team. Please contact Richard Volz (703 489-8263) at [info@athenatechgrp.com](mailto:info@athenatechgrp.com)

**Roles and Responsibilities:** ATG is currently seeking a Senior Project Manager to fill one full-time role in its Washington, DC metro area office. This position will support the Department of Veterans Affairs (VA), Veterans Experience Office (EVO), Multi-Channel Technologies' (MCT) Customer Information Services (CIS) Division. Performs tasks requiring management of a small-scale project encompassing multiple tasks with a total lifecycle budget and complexity comparable to the task order at hand. Tasks may include formulating and defining system scope and objectives in accordance with the customer technical requirements; compiling and analyzing technical data; advising VA management and customers on complex system projects and activities; working closely with customers to define communication systems and equipment requirements; providing instruction on and performing and documenting quality assurance reviews. The project manager will oversee our business support services to assist CIS with the enhancement of enterprise customer data management capabilities and customer facing solution management to include:

- Enterprise data quality practices and business rules;
- Enterprise data governance;
- Enterprise data steward practices; and
- Data architecture support
- Enterprise Contact center and digital experience data management support (mapping/ETL/testing)
- Provide analytics, reporting, and insights from contact center and digital data sources (CRM, Telephony, KM, Chat, VA.gov, Vsignals)

To support these services the project manager must be able to lead initiatives such as;

- Business strategy and planning
- Business intake processes
- Business functional and systems analysis support
- Test management and support
- Business process and information engineering and architecture
- Business integration
- Business policy definitions
- Data architecture and data modeling support
- Information quality assurance and data governance support

**Soft Skill Requirements:**

- Strong verbal and written communication skills
- Organized with strong attention to detail and quality
- Self-motivated with an ability to think on ones feet
- Eager to learn and self-sufficient

### **Qualification and Education Requirements:**

- Bachelor's (BA/BS) Degree
- Minimum 8 years of experience supporting project analysis, delivery, or metrics
- Proficient in Microsoft Tools Suite (Word, PowerPoint, Excel)
- Project management certification such as PMP
- Familiar with Veteran data and VA OI&T processes is desired
- Exposure to CIS products desired- including Enterprise Veteran Self Services (EVSS), the VA Master Person Index (VA-MPI), VA/DOD Information Repository (VADIR), the Veteran Identification Card (VIC), and Vet360.
- Ability to obtain a NACI clearance