



## **AEON NEXUS CORPORATION**

If you would enjoy working in a dynamic environment and are looking for an opportunity to become part of a stellar team of professionals, we invite you to apply here today.

Aeon Nexus Corporation is a GSA Schedule 70 holder, certified minority-owned and small disadvantaged business, experienced in providing public and private sector clients with superior software solutions. Our expertise in IT consulting and customer service has made Aeon Nexus a valuable asset to our clients in the commercial and government sectors since 2000.

## **IT PROJECT MANAGER**

We have an opportunity for a Project Manager to join our team in Albany, NY developing CRM software applications. The successful candidate will be an energizing leader, possess strong inter-personal communication and facilitation skills, be detail oriented, thorough and results-focused. In this role, you will manage software development projects on the Microsoft Dynamics CRM platform and related technology stack. The IT Project Manager will also work across the portfolio with delivery resources, stakeholders, and management to ensure standardized processes are established across the software development lifecycle and release management to drive the development of high quality, high value software products within an Agile environment.

### **Primary Responsibilities**

- Accountable for the management of project time-lines, scope and milestones for projects
- Manage the complete software development life cycle
- Serve as the primary interface between delivery team, stakeholders, and customers on deliverables, time-lines, priorities and issues regarding the project
- Oversight of one or more project teams in an agile environment
- Be proactive in verbal and written communication with all stakeholders
- Oversee releases of project deliverables by coordinating Aeon Nexus delivery team and customer resources
- Anticipate risks to projects and communicate these risks/issues to management with options for mitigation
- Responsible for deliverables including project plans, issues lists, status reports, and meeting agendas with action items
- Participate in SCRUM kick-off and daily SCRUM meetings with delivery team to review cross project progress including deliverables and action items
- Responsible for the tracking of documentation, including specifications, testing plans, installation/operational/performance qualifications, training plans, etc.
- Maintain up-to-date knowledge of core products and platforms

### **Required Qualifications**

- Bachelor's Degree
- 2+ years of software project management
- Fundamental understanding and experience with software development project lifecycles, as well as advanced project management skills
- Solid oral, written and presentation skills, as well as strong interpersonal skills
- Proven track record of being a strong team player with a results oriented attitude
- Self-starter able to work well in new and undefined environments
- Outstanding organizational and time-management skills

### **Desired Additional Skills**

- Prior positions working with federal, state and local governments
- Experience with agile software development techniques
- Experience working in a startup or a technical software product/service company
- PMP certification

### **Aeon Nexus Benefits**

- ✓ Multiple options for Healthcare Insurance covering medical, dental and vision
- ✓ Paid Vacation and Paid Sick-Leave with annual carry over accrual
- ✓ Disability and Family Leave Insurance
- ✓ Performance Bonuses for exemplary execution of duties
- ✓ Continuing Education and Training to meet Software and Management Certifications
- ✓ 401(k) plan with company match
- ✓ Professional development opportunities for career advancement

### **Compensation**

This is a full-time salaried position.

### **IT Project Manager**

**Job Type: Full-time**

**Salary: \$80K-\$120K**

**Job Location: Albany, NY**

**Required Education: Bachelor's Degree**

**Required Experience: IT Project Management: 2 years**

**Microsoft CRM: 1 year, PMP**