



**Information Technology Project Manager  
Full Time, Exempt**

The University of Maine System is seeking to fill a position as Information Technology Project Manager. This is professional services work in overseeing medium to high risk information technology systems projects. Work involves overseeing projects to completion and entails coordinating and supervising the work of four to eight team members, internal or external. Responsibilities encompass all stages of the project management life cycle including assembling and directing the project team, developing the work plan and schedule, allocating resources, and ensuring overall project success. The preferred work location currently is the System Office in Bangor. However, there may be flexibility in the work location depending on the successful applicant. The complete job description is linked here:

<http://www.maine.edu/wp-content/uploads/2013/08/IT-PM-Job-Description.pdf>

**Competencies:**

- Ability to effectively lead, inspire and guide others toward goal accomplishment.
- Ability to identify problems, determine accuracy and relevance of information, and apply sound judgment to generate and evaluate alternatives and make recommendations.
- Excellent verbal and written communication skills to include expression of facts and ideas, interpretation of information and the ability to make clear and convincing presentations.
- Ability to scope projects, interact with people at all levels and across the entire organization, and hold others accountable for deliverables.

**Required Qualifications:**

- Bachelor's degree (or equivalent) and three years of recent experience supporting project management activities, including working on an information technology implementation.
- Demonstrated ability to effectively lead, inspire and guide others toward goal accomplishment.
- Demonstrated ability to develop and sustain effective working relationships and identify problems.
- Ability to determine accuracy and relevance of information.
- Ability to apply sound judgment to generate and evaluate alternatives and make recommendations.
- Proficiency in the use of project management tools

**Preferred Qualifications:**

- Experience supporting enterprise level projects.
- Experience in application implementation in a higher education or comparable environment.
- Project Management training certification

The salary range is mid-40's to low-70's and will be based on the qualifications and experience of the successful applicant. Benefits include medical, retirement and tuition waiver programs. The UMS is a recipient of the Wellness Councils of America's Well Workplace Award and offers wellness programs.

**The application deadline is June 17, 2015 or until the position is open until filled; however, applications received after the first screening date on month day will be considered at the discretion of the university.**

To apply, send a complete application packet consisting of a cover letter addressing your experience as it relates to the requirements of this position, specifically the competencies and qualifications, along with a resume and contact information for three professional references to: Information Technology Project Manager

Search, Office of Human Resources, 16 Central Street, Bangor, ME 04401 or e-mail to [umsjobs@maine.edu](mailto:umsjobs@maine.edu) referencing **job code 49-08-15**. Only complete applications will be considered.

*University Services is an EEO/AA employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, age, disability, protected veteran status, or any other characteristic protected by law.*