Mathtech, Inc. is a strategy and consulting services firm with offices in New Jersey, Virginia, and Arizona. With over 50 years of experience serving federal, state, and local government agencies, nonprofit organizations, and commercial companies, Mathtech has built a solid reputation for successfully completing projects and working collaboratively with our clients.

Mathtech is seeking a qualified individual to join our growing State and Local Consulting Practice as a senior level Project Manager on a long term project for a state government agency for the replacement of legacy systems.

Position Responsibilities:

- Serve as the primary point of contact regarding day-to-day oversight of the client project.
- Manage all PMBoK subject matter areas and phases for the project.
- Create and maintain comprehensive project schedules including resources, tasks, dependencies and durations.
- Create and present regular updates and reports including project and executive level status reports.
- Identify, elevate and develop mitigation strategies for project Risks and Issues.
- Maintain an interactive partnership with client Project Management and leadership team.
- Manage team resources, both client and Mathtech, as necessary for project execution.
- Interact with and facilitate efforts of third party vendors and service providers on behalf of the client.
- Maintain overall accountability for all project deliverables.
- Supporting the client Project Management Team in overall project governance, communications with executives, planning, budgeting, execution, monitoring, control, quality assurance, and implementing "course corrections" as needed.
- Oversee the finalization of procurement materials including requirements finalization, RFP development; participate in RFP Proposal reviews.

Position Requirements:

- Bachelor's Degree
- Project Management Professional (PMP) Certification
- Five (5) years of experience in project management
- Five (5) years of experience in managing IT related projects
- Demonstrated leadership role in at least three (3) successful projects that were delivered on time and on budget
- Preferred – three (3) years of experience as the Project Manager for one or more IT projects with a cost of $10M or greater preferred
- Preferred – at least five (5) years of demonstrated experience creating and updating SDLC documentation, managing and collecting functional and technical requirements, managing contracts
- Preferred – at least one (1) year of experience participating in the implementation of an integrated tax system (ITS)
- Preferred – professional knowledge of federal and/or state tax administration
- Preferred – experience implementing the application of Internal Revenue Service Publication 1075 tax information security guidelines
- Preferred – at least one (1) year of demonstrated experience using State of Maryland's Department of Information Technology's (DoIT) guidelines, methodologies, and templates
- Preferred – demonstrated experience engaging agile solution teams at the program and portfolio levels
- Preferred – demonstrated experience in managing one (1) or more projects using an agile methodology

- Preferred – master's Degree or Ph.D. Degree in Engineering, Computer Science, Information Systems, Business, or a related discipline
- Preferred – CPA, M.B.A., J.D., ITIL, PMI-ACP, SAFe™ Agilist certification, and/or other relevant agile certification
- Demonstrated proficiency in using Microsoft-based office applications
- Demonstrated proficiency using Microsoft SharePoint

Work Location: Annapolis, MD

To apply, respond to recruiting@mathtechinc.com with the Position Title in the subject line of your email; please include a recent resume and a completed Requirements Matrix if attached to this profile.