



IT Project Manager
TWO (2) POSITIONS AVAILABLE
THE DEPARTMENT OF INFORMATION TECHNOLOGY
County of Solano, California
Annual Salary: \$99,618 – 121,086 DOE/DOQ

*Are you a seasoned IT professional ready to lead complex infrastructure projects?
Would you like a job that leverages innovative technology?
Looking to learn and grow in our multi-industry complex organization?*

If you answered with a resounding “Yes!”, we have the career opportunity of a lifetime for you with the Department of Information Technology (DoIT).

The County of Solano ***seeks TWO IT Project Managers*** to oversee vendor management and large scale IT projects using ITIL practices countywide. We are looking for Project Management Institute (PMI) certified Project Management Professionals (PMP) who have the ability to coordinate across multiple departments, with a strong customer relationship focus and who is able to seamlessly move people along through organizational change management (OCM) processes. The Project Management Office serves in the Central IT department of the County of Solano, supporting two data centers, 19 departments with over 3,000 employees who work across multiple industries and providing services to approximately 447,643 constituents. If you are looking for an amazing career opportunity, in a dynamic and fast paced environment, working with a forward thinking, team-oriented organization, then apply today!

THE COUNTY/COMMUNITY

Solano County is a special place, with its inviting mix of rural and suburban lifestyles and easy access to all of the urban amenities; it is no wonder why it has been nationally recognized for six years as one of the top *100 Best Communities for Young People*. Situated midway between San Francisco and Sacramento, Solano County is home to rolling hillsides, waterfronts and fertile farmland. Thanks to a mild climate, plenty of open space, and proximity to lakes, rivers and mountains, residents can enjoy year-round outdoor recreational activities like fishing, boating, hiking and biking. County residents also can enjoy day trips to the San Francisco Bay area, Lake Tahoe region and the Napa and Sonoma Valleys. Solano County’s fiscal year 2020/21 operating budget is approximately \$1.5 billion, which supports 18 departments serving a community of approximately 440,000. With its strategic location, affordable housing, history of responsible land use planning and attractive quality of life, Solano County provides a great place for our residents to live, learn, work and play. For more information about the community, please watch this video:

<http://www.solanocounty.com/media/Depts/HR/HRSolanoImages.wmv>

THE DEPARTMENT

The Department of Information Technology (DoIT) has approximately 118 staff (69 FTE and 49 contractors who support infrastructure) and a combined budget (i.e., Registrar of Voters and DoIT) of approximately \$30 million. DoIT serves 19 departments/internal customers encompassing approximately 3,000 employees, a County population of 447,643, and executive leadership and elected officials. Principally a Microsoft environment, DoIT supports 1,464 infrastructure devices and delivers upwards of 12,000 requests for services annually with a project portfolio of 170 projects. Over 6,440 supported end-user devices, and over 366 business applications are part of the department’s support profile.



THE JOB and THE IDEAL CANDIDATE:

These positions will be dedicated to the Project Management Office in the Technology Business Unit Management Division (TBMD) of the IT Department. The IT Project Manager(s) will manage implementations of technology solutions using various project management methodologies, aligning industry best practices and project governance to established IT standards. These DoIT Project Manager(s) will be an advanced/expert level communicator who can drive project sponsorship with stakeholders at various levels across the organization, take ownership in producing high-quality deliverables, and work effectively with business and IT stakeholders. Our ideal candidate has a deep knowledge in vendor management and project management principles/practices to ensure focused strategy in integrating organizational change management (OCM) principles in guiding organizations through technology transitions/implementations. The DoIT project Manager will be highly versatile, with an ability to successfully plan and manage multiple projects at once and can comfortably manage competing priorities and lead continuous service maturity/improvement (CSI) efforts.

Additionally, the ideal candidate will bring demonstrated experience and/or knowledge in:

- Multiple project management methodologies, including: Waterfall, Scrum/Agile, and hybrid models.
- IT Project Management
- IT Project Governance
- Vendor and Contract Management
- Business Relationship Management
- Organizational Change Management (leveraging OCM leading practices and concepts to successfully manage the people-side of adapting to changes).
- Business & Technical Requirement Gathering (delineating between functional and non-functional requirements)
- Business Process Modeling & Notation (developing process workflows, complex process guides, policies, job-aides, etc.)
- ServiceNow IT Business Management (ITBM) Project Management Module Experience
- Project Performance Management
- Information Technology Infrastructure Library (ITIL) leading practices and concepts.
- ***For more information about the ideal competencies we are looking for, please see:***
<https://wbcpsc.com/wp-content/uploads/2021/03/IT-PM-Competencies.pdf>

Desired Experience and Certifications:

- Project Management Professional (PMP) Certification., from Project Management Institute (PMI)
- Disciplined Agile Scrum Master (DASM) Certification and/or PMI Agile Certified Practitioner (PMI-ACP)® Certification.
- Information Technology Infrastructure Library (ITIL) Certification.
- Business Process Modeling & Notation Certification.
- Organizational Change Management Certifications.
- 5+ years' experience in executing projects using various Project Management Methodologies (PMBOK, SCRUM/AGILE).
- 5+ years' experience in executing system implementations using projects using various Software Development Methodologies (SDLC).
- 5+ years' experience managing medium-sized or larger projects, ideally in a public sector IT organization.

COMPENSATION AND BENEFITS



The salary range for this position is Annual Salary: \$99,618 – \$121,086 DOE/DOQ. In addition to the base salary, the County offers:

- **Retirement/Pension:** Pension formula of 2% at age 60 or 2% at age 62 based on provisions of the California Public Employees' Pension Reform Act of 2013 (PEPRA). The County participates in Social Security.
- **Longevity Pay:** 2.5% longevity pay, per level, after the completion of continuous service at 10, 20, 25, 30 and 35 years.
- **Insurance:** health, dental, vision, life, and long-term disability insurance plans. Health: offer a cafeteria-style medical package offered through CalPERS; the County contributes towards family coverage and offers a cash back provision for employee-only, or waive of other insurance coverage.
- **Leave Allowances:** generous vacation, and sick leave benefits, plus 14 paid holidays annually.
- **Education Allowance:** tuition reimbursement is available to a maximum of \$2,000 per fiscal year.
- **For full benefits details [Click Here](#).**

HOW TO APPLY: *this position is open until filled, apply immediately for consideration at:*

- <https://wbcpinc.com/job-board/>
- Interviews will be held as ideal candidates are identified, starting the week of April 20th

Please contact the recruiter, Maggie Alexandre, with questions:

- Maggie@wbcpinc.com
- 415-797-9411