IT Project Manager

Phone :
Web :

Job Summary

Vacancy :
Deadline : Jul 24, 2024
Published : Jun 24, 2024
Employment Status : On-site
Experience : Any
Salary :
Gender : Any
Career Level : Any
Qualification :

Job Description

The Open City & Technology Branch enables technology required by the City of Edmonton to deliver services. Within this Branch, the Technology Project Management (PMO) section is a key contributor to achieving the outcomes of the City's Business Technology Strategy and delivers technology projects that improve the lives of Edmontonians.

As IT Project Manager, you will be responsible for successfully delivering project components on schedule and on budget while ensuring that work conforms to requirements and are acceptable to the sponsor and stakeholders.

Reporting to a program manager, you will:
• Manage major (in both scale and scope) technology projects from initiation to successful completion
• Lead cross-departmental project teams
• Collaborate effectively with internal and external stakeholders
• Support project delivery improvement initiatives at the City
• Contribute to the continuous improvement of the technology project management practice and community

Qualifications:
• Bachelor's degree in an IT-related discipline and 4 years of project management experience in a project management role in an Information Technology environment **OR** a post-secondary diploma in a related discipline and 6 years of project management experience in a project management role in an Information Technology environment
• Project Management Professional (PMP) certification, equivalent alternative designation, or demonstrable progress towards such certification is desirable
• Knowledge and demonstrated experience in applying predictive and adaptive project management methodologies, standards, and techniques in an information technology environment
• Demonstrated competencies in budget and timeline management, scope and risk management, as well as demonstrated skills in timely decision making, prioritizing and delegating work, and dealing with changing priorities
• Strong conflict resolution and negotiation skills with experience in solving complex and sensitive issues
• Excellent interpersonal, verbal, and written communication skills, including the ability to facilitate discussions & presentations, provide consultation & advice, build client relationships, and adapt to audiences' needs
• Strong organizational skills, including the ability to plan, prioritize, schedule, and execute work assignments. Ability to provide guidance and direction to less experienced staff, including the ability to provide effective team building and work direction to assigned team members on
• Knowledge of Microsoft Project as well as other Microsoft or Google productivity tools desirable
• Demonstrate alignment with the Cultural Commitments of Safe, Helpful, Accountable, Integrated and Excellent, fostering an environment for others to do the same. For more information on the City's Cultural Commitments, please visit edmonton.ca/our-culture
• Demonstrate the foundational competencies, key behaviours and attributes of the City's six leadership competencies: Courage, Inclusivity, Values-Based Influencer, Collaborative Networker, Systems Thinker and Creative Innovator. For more information on the City's leadership competencies, please visit edmonton.ca/our-culture
• Applicants may be tested

The City of Edmonton is committed to inclusive, respectful and equitable workplaces that represent the communities we serve. We continuously improve our systems, policies and practices to remove barriers and ensure our employees, in all their diversity, can succeed. We value applicants with a diverse range of skills, experiences and competencies, and encourage you to apply. To learn more, see the Art of Inclusion: Our Diversity and Inclusion Framework here: https://bit.ly/3hd2d95.

The City of Edmonton strives to provide reasonable access and accommodations throughout the application and selection process. If you would like to request an accommodation at any stage of the process, please contact Employment@edmonton.ca.

Up to 1 permanent full-time positions

Hours of work: 33.75 hours per week, Monday to Friday

The weekly hours of work for this position are currently under review and may change at a future time. Any changes will be made in accordance with the City of Edmonton/Civic Service Union 52 collective agreement and the incumbent will be notified in advance.

Salary: $55.944 - $71.304 (Hourly); $98,559.340 - $125,619.820 (Annually)
Talent Acquisition Consultant: AS/MZ
Classification Title: IT Project Manager
Posting Date: Jun 24, 2024
Closing Date: Jul 8, 2024 11:59:00 PM (MDT)
Number of Openings (up to): 1 - Permanent Full-time
Union : CSU 52
Department: Open City and Technology
Work Location(s): Century Place, 15th Floor, 9803 - 102A Avenue Edmonton T5J 3A3

Education & Experience

Must Have

Educational Requirements

Compensation & Other Benefits