IT Project Manager / PMO Lead

Who is Blue Margin? Blue Margin, Inc. helps companies improve their business performance using Microsoft's Business Intelligence stack (including Power BI and SQL Server) and Cloud Computing software and services (Azure and Office 365). We believe in working hard, volunteering in our community, and enjoying life along the way.

Why are we looking? We are expanding our Microsoft Power BI team, and are looking for clever, creative, data-savvy people who are flexible and capable of putting themselves in the shoes of the client. Our growth means we are looking for people with great attitudes, who are fun to work with. It also means we provide an excellent opportunity for someone who is serious about learning and advancing their career.

The IT Project Manager and PMO lead is responsible for the direction, coordination, implementation, control, and completion of projects, overseeing other project managers, and remaining aligned with Blue Margin's strategies and values.

Responsibilities:

- Plan, budget, and monitor projects
- Collaborate with sales to define project scope, goals and deliverables
- Create and maintain project plans via Smartsheet
- Define, schedule and accurately estimate the task durations and resource needs to develop and maintain realistic schedules
- Work with Data Warehouse / Data Visualization teams to determine resource availability and assignment to projects
- Define tasks and work with Data Warehouse / Data Visualization teams to assign tasks, deliverables, and deadlines to engineering resources
- Assemble and manage the project teams
- Bridge communication between sales, clients and the Data Warehouse / Data Visualization teams.
- Monitor and regularly report internally on the status and progress of projects
- Chair regular status meetings with clients
- Ensure that projects stay within the approved schedule/budget and address discrepancies and change order approvals in a timely manner
- Schedule and maintain regular meetings with resources and upper management to ensure customer satisfaction, project quality, and adherence to schedule and scope.
- Track and resolve project issues and risks
- Evaluate and assess outcomes of projects
- Seek opportunities for additional client work and communicate and coordinate with sales team

- Oversee, train, and manage project managers
- Develop and hold project managers accountable for adhering to Blue Margin project management processes and best practices
- Some travel (approx. 3-5 days a month)

Education and Experience

- Five years of IT project management experience or equivalent combination of experience and education
- Theoretical and practical project management knowledge
- Knowledge of Business Intelligence tools and uses
- Experience in strategic planning, risk management and/or change management
- Proficiency in using project management software tools

Competencies

- Strong analytical and organizational skills
- Strong conceptual thinking and problem-solving skills
- Confident, logical decision-making ability
- Proven leadership skills
- Client relationship management skills
- Executive-Level Communication Skills
- Conflict resolution expertise
- Adaptability
- Able to stay on top of multiple concurrent work streams

Our Company

- *Company Core Values: Embrace Transparency, Choose to Be Positive, Be Efficient/Systematize, Pursue Learning, Be Generous.*
- Weekly personal and professional development programs for all
- Teamwork -- we maintain company-wide interaction and communication
- Entrepreneurism -- we've been in business 6 years and want everyone on our team to be eager to adapt and evolve with our advancing business. We are looking for someone who is comfortable wearing more than one hat.

We are seeking a candidate to work full time in our local office in Fort Collins.

- NO PHONE CALLS - Please email your resume to angela.tourney@bluemargin.com
- Hours: Monday-Friday with occasional weekends and evenings. Some occasional travel.
- Job Type: Full-time