Harris Computer Systems has been providing complete Customer Information System (CIS) and Financial Management solutions exclusively to public and municipal utilities for over 30 years. Our track record speaks for itself. We are an experienced, solid company with proven solutions that are presently in use by over 3,000 customers across North America. We are the number one provider of powerful Financial and CIS solutions because of our specialized understanding of the electric, water and gas utility industry and our commitment to customer relationships.

Harris Computer Systems is a member of the Constellation Software Inc. group of companies. Constellation Software is a rapidly growing conglomerate of vertical market software (VMS) companies; each focused upon dominating its respective market niche. Constellation’s growth is based on a simple strategy: identify promising VMS firms; acquire them; and then integrate them into the Constellation family while building on their fundamental strengths to help them become world class organizations.

The primary function of the Project Manager is to assist the Company in exceeding the expectations of new and existing customers from concept to delivery and installation. This position will act as the first point of contact for customers concerning their individual projects as well as ongoing business requirements. A major portion of time will be dedicated to managing project timelines through coordination with various internal departments, customers and managers. The position will be based out of the Chesterfield, MO office.

- **Reports to:** Vice President, Professional Services
- **Interrelationships:** Develop outstanding relationships with customers, management and co-workers. Interact regularly with members of Research and Development, Team Managers, and Finance and Support Services.

**JOB DUTIES & RESPONSIBILITIES**

- **A.** Responsible for all aspects of the project delivery, including managing the scope of the project and changes to the project deliverables, while ensuring customer satisfaction and profitability.
B. Must have regular and effective communication with the customer both written and verbal.
C. Provide team leadership, while managing schedule, budget and technical compliance.
D. Establish schedule scope of work for all phases of the project including start-up and post implementation follow-up.
E. Keep informed on project deliverables and contractual documentation.
F. Prioritize project based on tasks outstanding, obstacles or barriers, budgets, resources and deadlines.
G. Resolve project issues and/or delays to reduce the impact on the client and ensure timely implementation. Risk mitigation and change control is critical to our success.
H. Negotiate modifications and/or trade offs to project scope or delivery dates with client, based on project deliverables, contingencies and predefined acceptance criteria.
I. Explain implications of changes to project scope and/or objectives to client and management to ensure changes are understood and approved.
J. Deliver projects on time and on budget.
K. Analyze and recommend process improvements.
L. Position is responsible for forecasts, invoices, revenue recognition and WIP management.
M. Handle additional requests as required.

JOB REQUIREMENTS

- Project Management Profession (PMP) certification preferable.
- Strong problem solving skills. Must be able to analyze information to make independent decisions quickly and effectively.
- Excellent oral and written communication skills.
- Ability to negotiate resources and deliverables within a matrix organization.
- Ability to carry out multiple tasks within a defined timeline.
- Bachelor’s Degree in Business, Communications, or Information Systems preferred.
- 5 to 7 years of Project Management experience.

SALARY

Salary is commensurate with experience.

Please mail, fax or e-mail your resume to Cheryl Zeier at:

MS Govern
424 South Woods Mill Road, Suite 310
Chesterfield, MO 63017
Phone: 314-275-8877 ext. 354
Email: czeier@msgovern.com

Please feel free to browse our website for further information at www.msgovern.com

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