

POWER ANALYTICS JOB DESCRIPTION

Job Title: Software Engineering Program Manager (SEPM)
Department: Operations > Services
Reports To: Chief Technology Officer
FLSA Status: Exempt

POSITION SUMMARY: This position serves as the project and engineering leader for software development and Paladin software integration services, and ensures that internal customers have the products, systems, tools, and training necessary to implement, deploy, and operate mission-critical power systems and software applications. It requires experience in customer relationship management, as well as the ability to inspire excellent performance from teammates.

This position also requires a solid grounding in technical software project management and a deep understanding of agile software development methodology system studies as well as the practices and challenges of software integration.

ESSENTIAL DUTIES AND RESPONSIBILITIES: To be successful in this position an individual must be able to perform the following tasks satisfactorily. Other duties may be assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Use the company's MD3 project framework to manage multiple projects and ensure software delivery quality.
 - Organize, execute, and deploy complex software development projects ranging from short term client specific deliverables to multi-year product roadmap realization.
 - Inspire, lead, and organize internal and external software development initiatives constructed on modern technology frameworks.
- Engage in regular, effective communications with leadership, stakeholders, and internal team members, to ensure they are constantly apprised of all aspects of their project(s). Communicate the benefits of the study/project findings and milestones.
- Meet project scope, time, cost, and quality objectives by assiduous and early definition of scope inclusions and exclusions, ongoing scheduling, smart procurement and cost tracking.
- Manage multifunctional teams in an inspiring manner that ensures accomplishment of the project objectives and contributes to employee skills growth.

COMPETENCES: To perform the job successfully, an individual should demonstrate the following competencies.

- Communications – Is an excellent communicator with an emphasis on clarity and thoroughness balanced with conciseness, inclusion, warmth, understanding of audiences, and selection of appropriate channels.
- Customer Service – Has effective customer service skills leading to both project success and the establishment of the company and software engineering department as a trusted advisor and long-term partner.
- Professionalism – Sets a good example. Is able to inspire professionalism in others, and provide a calming presence and steady hand.

- Agile Software Development – Is capable of leading short and long term development projects including requirements elicitation, enterprise architecture, user interface design, data stewardship, implementation, quality testing, customer deployment, and Tier 3 / Tier 4 production support.
- Planning and Organization – Can apply the best practices of the project management profession.
- People Management – Can articulate the project vision and inspire teams. Can balance stakeholder needs and drive milestone and project signoffs. Is proficient in independent contractor and vendor management.
- Risk Management – Is proficient in risk identification, tracking, and mitigation in technical environments.
- Quality Management – Fosters quality focus in others. Sets clear requirements. Measures key outcomes.
- Technological Competency – Is a fast learner. Must be able to articulate and champion the benefits of product development, software quality, and the company's technology.
- Team Building – Must be a team player and self-starter who can work well alone or with a team.
- Citizenship – US citizenship preferred due to work with government entities.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Education/Experience.
 - A Master's degree in computer science is strongly preferred. A Bachelor's degree with substantial software engineering / project management experience can also qualify.
 - Training in or experience with programming and/or software development.
 - Experience as a software architect / business analyst / software project manager/ software team lead.
 - Experience with start-up companies and fast-paced environments helpful.
 - Industry knowledge related to the application of electrical/power engineering to SCADA, Building Management Systems (BMS), Smart Grid, Financial Settlements, and related systems will be highly valued.
- Language Ability: Good communications skills. Requires English fluency for customer interaction.
- Reasoning Ability: Requires demonstrated conceptual, mathematical, and analytical skills.
- Computer Skills: Advanced office software skills to include MS Project and MS Visio necessary. Prior experience with electrical / power design and engineering software strongly preferred.
- Certifications or Licenses: PMP strongly preferred.

SUPERVISORY RESPONSIBILITIES: No supervisory responsibilities. However, project management and multifunctional team leadership is required.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The duties of the position are performed at customer sites and in a fast-paced office environment.
- Customer site visits may require:
 - Capability to behave in a professional manner with high-security business process and software design teams in client organizations.
 - Ability to comply with site-specific security requirements

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be able to lift up to 25 pounds.
- The ability to walk over uneven ground.

OTHER: Typical travel for this position is 25%, though this can spike to 80% during busy periods. Travel may include foreign countries.

NOTICE: The above job description is not intended to be an all-inclusive list of duties and standards of the position. Incumbents will follow any other instructions, and perform any other duties, as assigned by their supervisor.