



NYC Parks

CITY OF NEW YORK PARKS & RECREATION

CITYWIDE JOB VACANCY NOTICE: Job ID No. 591278

Office Title: Senior IT Project Manager

Civil Service Title: IT Project Specialist **Title Code No:** 95710 **Level:** NA

Salary: \$90,000 - \$95,000

Number of Positions: 1

Work Location: Arsenal West, Manhattan

NYC Parks helps bring together people from all over our great city. From the iconic Central Park to neighborhood playgrounds, we own and operate some of the most exemplary green spaces in the world. At NYC Parks, our mission is to plan resilient and sustainable parks, public spaces, and recreational amenities, build a park system for the present and future generations, and care for parks and public spaces.

NYC Parks offers innovation, leadership, the satisfaction of public service and a place to grow and develop your career. Full-time employees are also eligible for a wide variety of City benefits and perks.

Health Care Coverage - We offer a wide variety of health care plans to meet the needs of you and your family.

Pension - Upon retirement, qualified members of the City's generous pension program receive a guaranteed salary and health benefits for the rest of their lives.

Professional Development - We offer numerous training programs, leadership development opportunities, and career coaching services, while encouraging employees to attend approved off-site trainings and seminars.

Perks - Our employees are eligible for discounts on some of the top attractions in the city, and all employees receive free membership to our recreation centers.

The Department of Parks and Recreation's Information Technology (IT) department is looking for an Senior IT Project Manager with a Business Analyst background who will help the Agency achieve its goals through managing projects that address complex business needs. The selected candidate will be required to communicate clearly with the project team, stakeholders and management.

As a leader, the selected candidate must be able to thrive in a highly collaborative workplace and actively engage in software development and delivery process. The top candidate will be self-motivated, detailed and feel comfortable working in a fast-paced and ever-changing environment. This role requires a strong Business Analyst background with excellent understanding of latest breakthrough technologies.

Major Responsibilities

- Develop clear, straightforward project management plans that meet project objectives.
- Conduct requirements gathering sessions, document requirements and manage product backlog.
- Provide usability insight to project design teams and help sponsors understand usability requirements.
- Analyze end-user workflows; surface unarticulated needs and bring end users' needs into project sponsor dialogue.
- Consult and advise on the best means to fulfill a given solution need (Commercial-Off-The-Shelf, Cloud, Custom Build).
- Support business strategy articulation and ensure IT alignment to business capabilities.
- Map business processes and identify opportunities to redesign processes or technologies to improve efficiencies.
- Manage interdependencies across projects and external solutions to minimize post implementation fixes.
- Manage needs analysis/requirements primarily for data intensive projects like business intelligence or analytics.
- Own needs analysis with business sponsors and manage the solution design team.
- Represent a project sponsor to provide feedback and guide an agile development team.
- Monitor progress and effectively take corrective measures when necessary.
- Analyze and manage project risk; concisely report issues and risks to management.
- Communicate and facilitate communication with the team, project sponsors, clients, external vendors and other important stakeholders.

Qualification Requirements

1. A baccalaureate degree from an accredited college in computer science, engineering, human computer interaction, interactive media, digital and graphics design, data visualization, communication or a related field, and four years of satisfactory full-time experience related to the areas(s) required by the particular position and a specialization in a relevant technology, process, methodology and/or domain; or,
2. An associate degree from an accredited college in computer science, engineering, human computer interaction, interactive media, digital and graphics design, data visualization, communication or a related field, and six years of satisfactory full-time experience related to the areas required by the particular position and a specialization in a relevant technology, process, methodology and/or domain; or,
3. A baccalaureate degree from an accredited college, and eight years of satisfactory full-time experience related to the area(s) required by the particular position and a specialization in a relevant technology, process, methodology and/or domain; or,
4. Education and/or experience which is equivalent to "1", "2", or "3" above.

This position is exempt from NYC residency requirements.

nyc.gov/parks

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TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115



NYC Parks

Preferred Skills/Qualifications

1. Bachelor's degree in computer science or a closely related field.
2. Certified Associate in Project Management or Project Management Professional certification.
3. Excellent writing, analytical, organizational, communication and time management skills.
4. Understanding of web design, usability standards, web technologies and their practical application.
5. Strong background in software design, development and database management.
6. Experience managing the technical implementation of an enterprise asset management system.
7. Experience working with City of New York agencies.
8. Experience with MS Dynamics, Salesforce and Tableau.
9. A driver license valid in New York State.

How to Apply

Parks Employees:

- 1) From a Parks computer: Access **Employee Self Service (ESS)** from the Parks Intranet under Applications or use this link: <https://hrb.nycaps.nycnet/>. Once in **ESS**, go to Careers and search for **Job ID# 591278**. Do not access **ESS** using nyc.gov/ess from a Parks computer.

Parks & City Employees:

- 2) From a Non-Parks computer: Access **Employee Self Service (ESS)** by going to nyc.gov/ess or use this link: <https://a127-ess.nyc.gov/>. Once in **ESS**, go to Careers and search for **Job ID# 591278**.
Include your ERN and **Job ID# 591278** on your cover letter and resume.

All other applicants:

Click here to apply: [Adventure Course Coordinator](#) OR
Go to nyc.gov/careers/search and search for **Job ID# 591278**.

POST DATE: 6/30/2023

POST UNTIL: FILLED

NOTE: References will be required upon request.

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