Do you want to join a team that values Service, Collaboration and Excellence?

Do you want to work with an organization that is committed to serving its customers and community by providing clean, reliable, and affordable energy to Long Island and the Rockaways?

Is being part of a value-driven organization important to you?

If yes, please check us out!

Who We Are

We are a team of motivated, engaged, and exceptionally talented self-starters, willing to roll up our sleeves and do what is necessary to get the job done. If you are interested in joining this dynamic team and have a passion to learn, develop, and want your experience to make an immediate impact, please apply.

To find out more about us, please visit our website www.lipower.org

What We Offer

We offer an environment of continuous development and growth. LIPA offers a thriving company culture, exceptional colleagues, and great benefits. Our benefit package includes:

- ❖ Hybrid work and flexible hours
- ❖ Excellent Medical insurance
- ❖ No Cost Dental and Vision insurance to employee
- ❖ Paid holidays and generous leave time
- ❖ Professional development opportunities
- ❖ Educational assistance opportunities
- ❖ Multiple retirement plan options with company contribution
- ❖ Short-term and long-term disability coverage
- ❖ Flexible spending account
- ❖ Life Insurance
- ❖ 529 College Savings Program
- ❖ $300 Wellness Reimbursement

What We Need

- ❖ Bachelor's degree in Information Technology, Computer Science, Business Administration, or related field
- ❖ Minimum of 5 years of experience in IT project management, preferably within the utility sector

LIPA's Corporate Values
Service: Our work is service. Everything we do is for the benefit of our customers.
Collaboration: Operate as one LIPA team. Everyone is included.
Excellence: One plan, with relentless implementation. Clear performance goals.

- ❖ Strong understanding of project management principles, excellent communication and interpersonal skills, problem-solving attitude, and proficiency in project management software (e.g., MS Project, Excel, Smartsheet, Jira)
- ❖ Familiarity with IT strategies, software development, hardware installations, network upgrades, cloud computing, and information systems security measures
- ❖ Demonstrated success in supporting the implementation of technology business initiatives, multiple vendors, and stakeholders

Preferred Qualifications
- ❖ Certified Project/Program Management Professional (PMP)
- ❖ Enterprise systems/applications lifecycle experience
- ❖ Cloud platform experience such as AWS, Azure, or Google Cloud

What You'll Do At LIPA

The IT Project Manager assists in fulfilling LIPA's purpose of clean, reliable, and affordable electric service for our customers on Long Island and the Rockaways by being responsible for overseeing IT project implementation to success, ensuring they align with the organization's strategic goals and deliver value to the business.

The ideal candidate will possess a strong background in project management, excellent communication skills, and a proven ability to deliver IT projects on time and within budget. The position involves planning, executing, and completing projects according to deadlines and budget constraints, including resource acquisition and coordination of team members and third-party contractors. The IT Project Manager will define project objectives, oversee quality control throughout the project lifecycle, and work closely with various departments to meet all project requirements, deadlines, and schedules. Effective communication with stakeholders at all levels is required to align projects with business goals and objectives while simultaneously managing multiple projects of varying complexity.

Knowledge and Skills Required
- ❖ Ability to learn new technology and keep abreast of the latest technological advances;
- ❖ Ability to work well with people from different disciplines with varying degrees of technical experience
- ❖ Strong analytical and organizational skills and ability to manage multiple tasks simultaneously
- ❖ Ability to write clear, concise reports, memoranda, directives, and letters
- ❖ Knowledgeable of Information Technology and Operational Technology system implementation methodologies
- ❖ Thorough understanding of IT project management best practices and tools
- ❖ Thorough understanding of IT risk management approaches
- ❖ Expertise in using project management tools such as Microsoft Project, Excel, Smartsheet, Jira, or Trello to plan, track, and report on project progress
- ❖ Comprehensive understanding of SDLC methodologies, including Agile, Waterfall, and DevOps, to effectively manage IT projects from inception to completion
- ❖ Ability to manage relationships with third-party vendors, including contract negotiation, performance monitoring, and ensuring deliverables meet quality standards

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- ❖ Knowledge of cybersecurity principles and practices to ensure that IT projects comply with security requirements and protect sensitive data

Other Essential Job Functions include:

- ❖ Collaborates with stakeholders to define project scope, objectives, and requirements.
- ❖ Develops detailed project plans, timelines, and budgets
- ❖ Identifies and allocates resources, including team members and technology
- ❖ Provides analysis, administrative and Project Management support for LIPA's IT projects
- ❖ Reviews project planning documentation and technical specifications provided by LIPA's project managers to identify project risks
- ❖ Facilitates meetings, workshops, and presentations to gather input and share project progress
- ❖ Develops and implements quality control processes to ensure project deliverables meet standards and expectations. Conducts testing and quality assurance activities as necessary
- ❖ Monitors project expenditures, ensuring adherence to the budget.   Identifies cost-saving opportunities and manages project finances effectively
- ❖ Assesses the impact of project changes and manages change requests.   Develops and executes change management plans to minimize disruptions
- ❖ Maintains comprehensive project documentation, including project plans, status reports and documentation of project decisions
- ❖ Generates regular reports for stakeholders and management
- ❖ Conducts post-project evaluations to assess the project's success and identify areas for improvement
- ❖ Captures lessons learned for future projects.
- ❖ Ensures that IT projects comply with relevant regulations, standards, and security requirements
- ❖ Implements security measures and best practices to protect data and systems
- ❖ Collaborates with third-party vendors and contractors when necessary, managing their performance and deliverables
- ❖ Stays updated on industry trends and best practices in IT project management and analysis
- ❖ Identifies and implements continuous improvement initiatives to enhance project management processes and methodologies
- ❖ Utilizes advanced risk management techniques to proactively identify and mitigate potential project risks
- ❖ Develops and tracks key performance indicators (KPIs) to measure project success and identify areas for improvement
- ❖ Prepares and presents detailed reports and presentations to executive leadership, providing insights into project progress and strategic recommendations.

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Salary Range: $ 103,000 to $126,500

LIPA is an equal-opportunity employer.

Applying: Interested parties should submit their cover letter and resume to Barbara Ann Dillon, Senior Advisor of Human Resources and Administration, at 2025ITprogrammanager@lipower.org

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