

**File #:** Non-Un 09-058  
**Employee Group:** Non-union  
**Vacant Position:** Senior Project Manager  
**Status:** Full-time  
Temporary  
**Posting Period:** March 9 to  
March 18, 2010

**Please direct inquiries to:**

Barb McCulloch, Recruitment & Staffing  
Consultant, (613) 548.7222 x 2037

Apply in writing quoting file #09-058 in  
subject line to: [work@providencecare.ca](mailto:work@providencecare.ca)  
or send fax to: (613) 544.6036

All applicants are required to include an  
up-to-date resume or summary outlining  
how their qualifications match the  
position requirements.

For a complete list of responsibilities and  
qualifications, please contact  
Recruitment & Staffing.

**Job Summary:**

The role of the Senior Project Manager is to plan, execute, and finalize projects according to strict deadlines and within budget. This includes acquiring resources and coordinating the efforts of team members and third-party contractors or consultants in order to deliver projects according to plan. The Senior Project Manager will also define the project's objectives and oversee quality control throughout its life cycle.

**Qualifications:**

- Undergraduate Degree required in Computer Science, Business Administration, Health Informatics or related field
- Graduate Degree preferred in Computer Science, Business Administration, Health Informatics or related field
- Comprehensive knowledge of and applicable experience implementing information technology in a health care setting
- Minimum of 5 years of Project Management experience in planning and implementing clinical information systems projects, involving large projects across multiple disciplines and of a business/functional unit significance
- Project Management Professional (PMP) Certification an asset
- Minimum 5 years of change management experience
- Strong familiarity with project management software, such as MS Project
- Demonstrated ability to lead and influence individuals and teams within a large organization and in the context of major change, toward a vision while maintaining group cohesiveness, motivation, commitment and effectiveness
- Demonstrated ability to establish courses of action for self and others to achieve optimal outcomes/results
- Demonstrated effectiveness with managing and mentoring staff to achieve desired performance outcomes
- Demonstrated professional work attitude and behaviours in interaction with internal and external contacts
- Demonstrated effectiveness as a team member through collaboration, respect and effective communication
- Demonstrated effectiveness in identifying and analyzing situations and problems; finding viable solutions with consideration to total systems and strategies

**Working Conditions:**

- Sitting for extended periods of time and viewing a computer monitor
- Dexterity of hands and fingers to operate a computer keyboard, mouse, and other devices and objects
- Physically able to participate in training sessions, presentations, and meetings.
- Some travel may be required for the purpose of meeting with clients, stakeholders, or off-site personnel/management