

Position Description

Position	IT System Deployment Consultant - Multiple senior and mid-level positions are anticipated for emerging contract opportunity
Position Description	<p>Assist end-users, business area managers, and functional proponents in defining, analyzing and executing the deployment of new business information systems and/or system updates. Specific tasks include but are not limited to:</p> <ul style="list-style-type: none"> • Plan and coordinate activities associated with capability release, installation, activation, update, adaptation, and deactivation during the system deployment lifecycle • Perform implementation readiness activities • Provide site implementation support. • Interview subject matter experts to identify problem areas and conceptually define potential solutions • Organize complex information into understandable subject areas • Ensure stakeholder involvement at all levels of involvement • Draft clear and concise written documentation for users, technicians, and managers • Facilitate learning process with customers, employees, and new technology • Work successfully with multidisciplinary teams • Support related business requirement gathering, definition and management; business process reengineering, gap analysis and system conversion; and change management activities • Participate in risk assessment and risk management • Participate in solution development and test reviews <p>The successful candidate will perform work responsibilities in a lead or support role as assigned by the Project Manager, developing and reviewing work deliverables (primarily white papers, technical reports, and briefing presentation materials) in accordance with contract requirements, project schedules, and best industry practices.</p>
Desired Experience	<p>Minimum of 10 years relevant technical experience with Masters Degree in an IT specialty area. Documented contributions and demonstrated capabilities in professional IT management disciplines. Demonstrated experience in the following areas:</p> <ul style="list-style-type: none"> • IT system requirements development • IT system design, development and integration • IT system test and evaluation planning and execution • Software requirements analysis, design, integration, development, application and testing • System engineering, configuration management and life-cycle support planning and implementation <p>Must have direct experience in developing industry standard</p>

	<p>deliverables related to information system deployment, to include but not limited to the following documentation (or their equivalent products):</p> <ul style="list-style-type: none"> • White papers and briefing presentations • Deployment/training plans and MS Project schedules • Site survey plans and reports • Site configuration reports • Site installation/activation plans and reports • Deployment readiness assessment reports • System Operation & Maintenance Plans • Help Desk Support Plans • Post implantation reviews and user satisfaction surveys • IPT Meeting Agendas, Meeting Facilitation and Meeting Minutes <p>The successful candidate will perform work responsibilities in a lead or support role as assigned by the Project Manager, developing and reviewing work deliverables (primarily white papers, technical reports, and briefing presentation materials) in accordance with contract requirements, project schedules, and best industry practices.</p>
<p>Skills required for the position</p>	<p>Demonstrated ability to be a key member of a team of specialists involved in developing, integrating, deploying and sustaining complex IT business system and software application products. Demonstrated ability to assess and manage business requirements definition activities. Demonstrated ability to support incremental system implementation through all program/project lifecycle phases (e.g., requirements analysis and conceptual design, system development and testing, system deployment and training, and system operations and maintenance. Able to independently assess requirement-related issues and risks and provide cost-effective recommendations based on best practice or lesson-learned experience. Must possess strong organizational, project management, and teamwork skills. Must possess excellent oral and written communication skills, meeting facilitation skills, and competency using industry-accepted Requirement Management tools and Microsoft Office applications (MS Word, MS PowerPoint and Visio, MS Excel, MS Access, MS Project).</p>
<p>Education/Certification requirements.</p>	<p>MS Degree in Engineering, Information Technology, Computer Science, or other related field</p>
<p>Work Location</p>	<p>Various, Washington DC Metropolitan Area</p>
<p>Start date</p>	<p>Start date contingent on contract award during FY2010.</p>
<p>U.S. citizen / Perm Resident</p>	<p>U. S. Citizen</p>
<p>Security Clearance Level</p>	<p>DoD Secret and/or IT III</p>

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Salary range (once a permanent employee)	Negotiable and dependent upon range and depth of experience
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