



County of Anoka

Employment Opportunity

An Affirmative Action/Equal Opportunity Employer

Apply online at: www.anokacounty.us

Opening Date: July 30, 2010
Closing Date: Continuous

Salary: \$35.00 - \$45.00 Hourly
Job #: T10059

BROADBAND NETWORK PROJECT MANAGER (TEMPORARY)

Include responses to Supplemental Questions with the application. Applications will be accepted until the position is filled or sufficient applications are received. Recruitment may be closed at any time. Resumes not accepted in lieu of application.

The Anoka County Department of Information Services is seeking a temporary Broadband Network Project Manager to provide project management and technical expertise to support the Connect Anoka County Broadband Project that has recently been awarded a NTIA grant for completion of a fiber network throughout Anoka County. The network will be constructed and operated by a private vendor. The Project Manager will be the primary point of contact with the vendor for construction and will analyze the project functions and requirements, work closely with the broadband vendor and other project participants to coordinate completion of the project tasks, assist with finding solutions to meet project needs and provide project management oversight to ensure compliance with project schedules. This position will also provide technical expertise and input as required.

EXAMPLES OF ESSENTIAL DUTIES (ILLUSTRATIVE ONLY):

Responsibilities include development, tracking, and reporting of project plans, schedules, and budgets; facilitating project team meetings; provide technical recommendations for the development of the fiber network and provide project oversight; provide technical and project management leadership for timely execution of project; coordinate project team communications, meetings, documentation and tasks; coordinate with broadband vendor for completion of tasks; assist in the management of cost, schedule, and technical documentation requirements; provide technical expertise and input for the development and execution of broadband network; collaborate and work directly with internal and external project sponsors and all technical resources to ensure that the strategy, planning and delivery approach will achieve the desired results; coordinate the review of buildings and site locations for Construction and Electronic Equipment installation; coordinate communication and work closely with local government project partners including cities and township, school districts, and community colleges to coordinate technical activities; provide information and recommendations to management to ensure timely and effective decision making; other duties as assigned or apparent. It is anticipated that this position will be required for the duration of the project.

REQUIREMENTS:

Previous experience managing large network build-out projects.

Knowledge of and experience with: Basic understanding of TCP/IP protocols, Ethernet and wireless technologies, network hierarchy, network security principles, vendor management and project management best practices; ideal candidate will have a network engineering background or experience with managing large network projects. Knowledge of the Broadband Technologies Opportunity Program (BTOP) or the Broadband Initiatives Program (BIP) and program guidelines are of benefit to this project.

Ability to: Provide technical and project management for a large construction and network implementation project, to include oversight of internal and external resources and coordination with project participant cities and township, school districts and community colleges; coordinate technologies, processes, and people to ensure that tasks and issues are planned, tracked and resolved; present highly technical issues in an understandable manner to non-technical staff and other internal and external stakeholders; provide technical support and training to subordinates, peers, and other work groups; effectively communicate both orally and in writing to varied audiences; share project best practices and technical information to other technical staff; work effectively with project participants.

Skill in: Managing fiber and/or carrier Ethernet construction projects, technical project management, communicate with technical and non-technical audiences.

This position will require a valid Minnesota driver's license, a car available for business use and valid automobile insurance. Must successfully complete a BCA, driver's license and fingerprint checks.

Anoka County complies with the Americans with Disabilities Act. (TDD-for hearing impaired 763-323-5544). If you need an accommodation because of a disability, or have further questions regarding the application process, please call Human Resources at 763-323-5525.

Temporary position, not benefit eligible.