

Maximo Manager - Business Solution Technology

JOB DESCRIPTION:

The New York City Housing Authority is seeking an experienced project manager to serve as Maximo Manager. The Maximo Manager will oversee and manage the support of the newly implemented Maximo Work Order Management System (version 6.2.3) and will have overall responsibility for day-to-day management. The selected candidate will be the point of contact with the business community and will ensure that Information Technology meets their obligations in terms of support and deliverables; coordinate and manage the participation of agency resources assigned to this effort. Responsibilities will include but are not limited to the following:

1. Provide Maximo subject matter expertise in terms of functional design/configuration and technical architecture.
2. Establish and implement effective management strategies and reporting.
3. Provide oversight and performance review of all support activities and resources.
4. Manage all related work plans, schedules, and deliverables.
5. Perform issues management.
6. Provide management reporting to project sponsors and executive management, when necessary.

QUALIFICATION REQUIREMENTS:

1. A master's degree in computer science from an accredited college and three years of progressively more responsible, full-time, satisfactory experience using information technology in computer applications programming, systems programming, computer systems development, data telecommunications, data base administration, planning of data/information processing, user services, or area networks at least 18 months of this experience must have been in an administrative, managerial or executive capacity in the areas of computer applications programming, systems programming, computer systems development, data telecommunications, database administration, or planning of data processing or in the supervision of staff performing these duties; or
2. A baccalaureate degree from an accredited college and four years of experience as described in "1" above; or
3. A four-year high school diploma or its educational equivalent approved by a State's department of education or recognized accrediting organization and six years of experience as described in "1" above; or
4. Satisfactory combination of education and experience equivalent to "1", "2" or "3" above. However, all candidates must have at least a four-year high school diploma or its educational equivalent approved by a State's department of education or recognized accrediting organization and must possess at least three years of experience as described in "1" above, including the 18 months of administrative, managerial, executive or supervisory experience as described in "1" above.

Note: The following types of experience are not acceptable: superficial use of preprogrammed software without complex programming, design, implementation or management of the product; use of word processing packages; use of a hand held calculator; primarily the entering or

updating of data in a system; the operation of data processing hardware or consoles.

QUALIFICATIONS DESIRED:

1. Minimum of 12 years of IT industry experience, including SDLC IT project management experience; business process knowledge and Maximo functional and technical experience in one or more of the following areas: work order management, asset maintenance management, materials management; and
2. Four years Maximo project management experience – Version 6.x or higher is preferred.

Interested candidates may fax cover letter, resume, to (212) 306-5194, e-mail to HR.Recruitment@nycha.nyc.gov or mail to:

**New York City Housing Authority
Human Resources Recruitment Unit
90 Church Street, 5th Floor**

New York, NY 10007

Attn.: DMP, Senior Recruiter

Job Code: Maximo Manager

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