**IT STAFFING SERVICES SOLICITATION UNDER  
DEPARTMENT OF INFORMATION RESOURCES  
IT STAFF AUGMENTATION CONTRACT (ITSAC)  
RFO DIR-CPO-TMP-445**

**CANDIDATE REFERENCE**

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| Solicitation Number: 529501111 | Title/Level: Project Manager 3 |
| Candidate Name: | Category: Project Management |

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| **Reference Name** (Required): |  | | |
| **Title:** |  | | |
| **Company Name** (Required): |  | | |
|  | |  | |
| **Phone Number** (Required include area code): | |  | |
| **E-mail Address:** |  | | |
| **Professional Relationship:** | | |  |

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|  | Peer |  | Co-Worker |  | Supervisor |

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|  | Customer |  | End-User |  | Subordinate |

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| **Reference Name** (Required)**:** |  | | |
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| **Company Name** (Required)**:** |  | | |
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| **Phone Number** (Required include area code): | |  | |
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| **Professional Relationship:** | | |  |

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| **E-mail Address:** |  | | |
| **Professional Relationship:** | | |  |

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|  | Peer |  | Co-Worker |  | Supervisor |

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|  | Customer |  | End-User |  | Subordinate |

**NOTE: ONLY INCLUDE THE INFORMATION REQUESTED ON THIS FORM. DO NOT INCLUDE ADDITIONAL INFORMATION.**

**CANDIDATE QUALIFICATIONS**

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| Solicitation Number: 529501111 | Title/Level: Project Manager 3 |
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| **Minimum Requirements:** Candidates that do not meet or exceed the **minimum** stated requirements (skills/experience) will be displayed to customers but may not be chosen for this opportunity. | | | |
| Actual Years Experience | Years Experience Needed | Required/ Preferred | Skills/Experience |
|  | 9 | Required | Experience in managing multiple projects. Experience in implementing E HR application or similar large application across large organizations. to include developing and managing project plans and documenting risks, issues, and contingency plans. |
|  | 9 | Required | Knowledge of database like InterSystems Caché Database, Oracle, Microsoft SQL Server. Skill in using MS Project, EXCEL, Word, Visio, Jira and other project management tools. |
|  | 9 | Required | Ability to research, gather, assemble, correlate and analyze facts; to devise solutions to problems; and to prepare concise reports and/or to analyze and solve complex and difficult problems and prioritize information and issues. |
|  | 9 | Required | Skilled in effectively mapping business processes and identifying process improvements and skilled in planning and facilitating meetings and group problem solving. |
|  | 9 | Required | Experience in EHR application domain, application migration, workflow analysis, design, development of SDLC artifacts, support using software engineering practices. |
|  | 9 | Required | Experience developing and maintaining strong relationships with multiple project sponsors, vendors and stakeholders. Must possess strong communication, presentation skills and strong teamwork skills. |
|  | 9 | Required | Ability to appropriately summarize and escalate issues and develop and present weekly status updates (written and verbal) and conduct regular project team status meetings. |
|  | 9 | Required | Experience in Communicating with all stakeholders, vendors, staff, team and leadership on day-to-day activities and also facilitate ownership and understand of project goals and objectives. |
|  | 9 | Required | Responsible for day to day operational management of all activities and function in HSCHS area including building implementing, monitoring data, migration, program budget efforts. Providing technical advice and/or oversight to staff. |
|  | 9 | Required | Strong interpersonal abilities to lead diverse teams and inspire high productivity and collaboration among team members. |
|  | 9 | Required | Provide regular updates on the migration progress to all project stakeholders including immediate managers, leadership, system analysts. Use ticketing systems for information sharing and problem resolution. |
|  | 9 | Required | Experience in managing application migration, data mapping, data cleaning efforts. |
|  | 5 | Preferred | Prior experience with SaaS model EHR systems and cloud data migrations. |
|  | 2 | Preferred | Experience with HHSC Federal State processes and documentation, project documentation such as business case workbooks and project charters. |
|  | 2 | Preferred | PMP Certification |
|  | 2 | Preferred | Familiarity with the existing and planned software technology and the global, regional, and local software architecture and infrastructure components |

**CANDIDATE ACKNOWLEDGEMENT**

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| RFO: 445 Solicitation Number: 529501111 | Title/Level: Project Manager 3 |
| Candidate Name: | Category: Project Management |

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| I hereby authorize **Innosoul, Inc. dba Innosoul Information Technologies, Inc.** to submit my resume in response to the temporary staffing Solicitation 529501111 for **Texas Health and Human Services Commission**.  I understand that submission of my resume by multiple vendors may result in my disqualification from this opportunity. Customers reserve the right to hire a candidate submitted by multiple vendors.   Worker signature:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   Date:   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |