**CAI Contact**

Patricia Bowler

Phone:

Email ID:

**<Candidate Name>**

### Skills

Please use this table to list the skills noted in the **Required/Desired** section of the requirement. In addition, please respond with the years of experience for each skill **and** the last time each skill was used. Add or delete rows as necessary.

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| --- | --- | --- | --- | --- |
| Skill | Required | years req | Years Used | Last Used |
| Review, analyze and evaluate user/system needs | Required | 10 |  |  |
| Project management experience with a PMP Certification. | Required | 10 |  |  |
| Proficient with Microsoft Word and XL | Required | 10 |  |  |
| Demonstrated ability to manage multiple projects lasting 6 to 12 months, with teams of 3 to 4 people. | Required | 10 |  |  |
| Process optimization, best practices, change management, facilitation and internal/external consulting is highly preferred. | Required | 10 |  |  |
| Should have excellent interpersonal, oral/written communication and presentation skills. | Required | 10 |  |  |
| Extensive knowledge of applications development | Required | 10 |  |  |
| Documented high risk management experience | Required | 10 |  |  |
| Completion of a Category 1 or 2 Commonwealth project of $5M or more, or completion of non-COV project with a value greater than $10M as PM of record. | Required | 10 |  |  |
| Review, analyze and evaluate user/system needs | Required | 10 |  |  |
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