**IT STAFFING SERVICES SOLICITATION UNDER  
DEPARTMENT OF INFORMATION RESOURCES  
IT STAFF AUGMENTATION CONTRACT (ITSAC)**

**CANDIDATE REFERENCE**

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| Solicitation Number: 529501207 | Title/Level: Change Management Manager/Organizational Change Management (OCM) 2 |
| Candidate Name: | Category: Information Technology Services Management (ITSM Operations) |

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| **Reference Name** (Required): |  | | |
| **Title:** |  | | |
| **Company Name** (Required): |  | | |
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| **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): | |  | |
| **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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| **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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| Candidate Name: | Category: Information Technology Services Management (ITSM Operations) |

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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 |
|  | 6 | Required | Overall experience in IT operations with solid change management knowledge. |
|  | 5 | Required | Proven experience in change management, preferably within large-scale transformation projects. |
|  | 4 | Required | Strong understanding of change management principles, methodologies, and tools. |
|  | 4 | Required | Experience in change management background based on ITIL principles and practices is preferred. |
|  | 4 | Preferred | Certification in change management (e.g., Prosci or CMAP) or years of experience equivalent |
|  | 4 | Preferred | Ability to influence and build relationships with stakeholders at all levels. |
|  | 4 | Preferred | Ability to manage ambiguity and push through business challenges to drive results and demonstrate a strong sense of accountability and follow through. |
|  | 4 | Preferred | Strong problem-solving and analytical skills. |
|  | 4 | Preferred | Excellent communication, presentation, and facilitation skills. |

**CANDIDATE ACKNOWLEDGEMENT**

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| RFO: 445 Solicitation Number: 529501207 | Title/Level: Change Management Manager/Organizational Change Management (OCM) 2 |
| Candidate Name: | Category: Information Technology Services Management (ITSM Operations) |

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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 529501207 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:   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |