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

**CANDIDATE REFERENCE**

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| Solicitation Number: 529501211 | Title/Level: Project Lead 2 |
| 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)**:** |  | | |
|  | |  | |
| **Phone Number** (Required include area code): | |  | |
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| **Professional Relationship:** | | |  |

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

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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 |

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

**CANDIDATE QUALIFICATIONS**

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| Solicitation Number: 529501211 | Title/Level: Project Lead 2 |
| Candidate Name: | Category: Project Management |

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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 |
|  | 7 | Required | Extensive experience performing all aspects of IT project management duties in large data center environments, ensuring they are completed on time and within budget. |
|  | 6 | Required | Possess a strong understanding of the technical aspects of the projects being managed within an Agile context and possess an understanding of data flows in an enterprise. |
|  | 6 | Required | Solid working knowledge of MS Office suite of applications including Project. |
|  | 6 | Required | Excellent written and verbal communication skills and ability to facilitate effective communication between team members and stakeholders. |
|  | 6 | Required | Excellent at monitoring project deliverables and milestones to ensure they are met according to the project plan. |
|  | 5 | Required | Define project scope, objectives, and deliverables in collaboration with stakeholders, breaking them down into manageable iterations. Develop and maintain a well-defined product backlog and ensure Timely delivery of prioritized features. |
|  | 5 | Required | Solid working with IT procurements, budget, forecasts and analysis for the different projects. |
|  | 5 | Required | Experience working closely with internal and external vendors and/or service providers to ensure our operations requirements are appropriately provisioned. |
|  | 5 | Required | Solid experience migrating an on-premise data center to Cloud Services (AWS preferred). |
|  | 5 | Required | Expert level planning, documenting and identifying project goals and tasks to ensure on-time delivery. |
|  | 5 | Required | Effective leadership, organization and time management skills. |
|  | 5 | Required | Expert at communicating with stakeholders to eliminate blockers and potential risks. |
|  | 5 | Required | Champion Agile principles and practices throughout the project lifecycle. Lead Agile ceremonies, including daily stand-ups, sprint planning, reviews, and retrospectives. Guide the team in adopting and adhering to Agile methodologies. |
|  | 3 | Preferred | Experience working on government fiscal and budget management supporting data centers. |
|  | 3 | Preferred | Experience with senior level leadership reporting and communication. Familiar with various levels of reporting tools. |
|  | 2 | Preferred | Experience using Remedy, ITSM, PPM, Archer, Jira and ServiceNow. |
|  | 2 | Preferred | Experience preparing and tracking security exemption requests. |

**CANDIDATE ACKNOWLEDGEMENT**

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| RFO: 445 Solicitation Number: 529501211 | Title/Level: Project Lead 2 |
| 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 529501211 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:   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |