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

**CANDIDATE REFERENCE**

|  |  |
| --- | --- |
| Solicitation Number: 537501316 | Title/Level: Project Manager 2 |
| Candidate Name: | Category: Project Management |

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

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

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

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

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

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

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

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

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

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

**CANDIDATE QUALIFICATIONS**

|  |  |
| --- | --- |
| Solicitation Number: 537501316 | Title/Level: Project Manager 2 |
| Candidate Name: | Category: Project Management |

|  |  |  |  |
| --- | --- | --- | --- |
| **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 |
|  | 3 | Required | Skilled in managing projects with implementations across large organizations.  Experience should include developing and managing project plans; documenting risks, issues, and contingency plans; ensuring resolution of issues and removal of project barriers |
|  | 3 | 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. |
|  | 3 | Required | Skilled in effectively mapping business processes and identifying process improvements and skilled in planning and facilitating meetings and group problem solving |
|  | 3 | Required | Experience overseeing the development of SDLC artifacts, ensure business requirements get translated into technical specifications, guide, and facilitate the SDLC process. |
|  | 3 | Required | Experience developing and maintaining strong relationships with multiple project sponsors and stakeholders. Must possess strong communication and presentation skills and strong teamwork skills. |
|  | 3 | 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. |
|  | 3 | Preferred | Experience implementing and using agile methodologies and best practices for 1 or more State of Texas Agencies |
|  | 3 | Preferred | Agile (Scrum) Experience - Managing the project with feature driven sprints |
|  | 3 | Preferred | Agile methodology, overseeing and tracking development progress, and ensuring project assignments align with project timelines |
|  | 1 | Preferred | PMP Certification |
|  | 1 | Preferred | Graduation from an accredited four-year college or university |

**CANDIDATE ACKNOWLEDGEMENT**

|  |  |
| --- | --- |
| RFO: 445 Solicitation Number: 537501316 | Title/Level: Project Manager 2 |
| Candidate Name: | Category: Project Management |

|  |
| --- |
| I hereby authorize **Innosoul, Inc. dba Innosoul Information Technologies, Inc.** to submit my resume in response to the temporary staffing Solicitation 537501316 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:   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |