



Job Description – Project Manager Level 3

Overview:

TechLegs Solutions Inc. is actively supporting the recruitment of a **Project Manager – Level 3** for one of our esteemed clients for a **12-month engagement**.

The client is currently implementing cancer screening programs by extending its Salesforce Health Cloud Platform. This initiative focuses on rebuilding the existing cancer screening software system, migrating its functionalities to a modern and secure platform.

Key milestones achieved include:

- Documentation of existing workflows
- Identification of key system features
- Onboarding of the development team

The next phase involves customizing Salesforce Health Cloud to seamlessly integrate patient records, diagnostic results, and clinical workflows, while ensuring strict adherence to applicable cancer screening guidelines.

Post-implementation, the system will require:

- Comprehensive training for end-users
- Continuous post-launch monitoring
- Ongoing optimization based on user feedback

This role presents an exciting opportunity to contribute to a transformative healthcare initiative, improving cancer screening processes and ensuring enhanced operational efficiency across the program.

Project Duration:

The successful candidate will be required on a full-time for a period of 12 months, commencing January 20, 2025, and ending January 9, 2026 with two (2) optional extensions of 130 days each.

Qualification:

- A university degree in Computer Science or similar discipline is preferred, but an equivalent combination of education and experience may be considered.
- Current certification from a recognized professional association, or certifications in Project Management. Please mention the certification details and date achieved

Asset Qualification:

- Data migration remains a critical focus, involving the secure transfer of historical participant and screening data into the Salesforce environment. Following migration, the system will



undergo extensive User Acceptance Testing (UAT) and Quality Assurance (QA) to guarantee functionality and performance standards are met.

- Verbal and written communication skills in French will be an advantage.

Experience Required:

- 10 years of demonstrated experience in IM/IT, specializing in Project Management.
- 8 plus years of demonstrated experience applying strong skills in the areas of communication planning, coordination and implementation including presentations to internal and external stakeholders.
- 8 plus years of demonstrated experience leading and motivating cross-functional project teams of five or more resources including developers, administrators, and business subject matter experts.
- 8 plus years of demonstrated experience analyzing project data such as project schedules, budgets and performance metrics, and utilization of this information to make data-driven decisions.
- 5 years of demonstrated experience as a Scrum Master leveraging Agile methodologies such as Scrum or Kanban.
- 5 plus years of demonstrated experience in successfully managing large, complex projects that cross multiple business units and organizations, involve multiple direct project participants, and involve dealing with business transformation issues as well as technical issues.
- 5 plus years of demonstrated experience facilitating key ceremonies and removing obstacles to ensure project teams success.
- 3 plus years of demonstrated experience using Agile tools such as Jira, or similar.
- 1 plus year of demonstrated experience managing a Salesforce Health Cloud project.
- 1 plus year of demonstrated experience working as a Project Manager in a Canadian provincial health application space.
- 1 plus year of demonstrated experience and familiarity with privacy and security concepts as it relates to Personal Health Information Protection Act (PHIPA) in a provincial context.

Deliverables:

The successful candidate will be required to work within the Project Management Framework. Specific deliverables include, but are not limited to:

Project Management Deliverables:

- ✓ Project Charter
- ✓ Project Status Reports
- ✓ Project Plan
- ✓ Risk and Issue Logs
- ✓ Stakeholder Presentations
- ✓ Governance Framework

Operational Requirements:

- The successful candidate will have the option of working remotely within NB for the duration of the engagement, but only at the clients request and consent. If the successful candidate would



prefer to work onsite in Fredericton, NB, office space and resources for the duration of the engagement will be provided.

- Travel outside the city of Fredericton is not expected. If the candidate is based outside the Fredericton region, it is the candidate's responsibility to make necessary arrangement to travel from their current place of stay to Fredericton and the Fredericton area.
- The client reserves the right to have candidate attend periodic in person meetings on site if required and 5 to 7 days notice will be given, for making necessary arrangements.
- Office hours are Monday - Friday 8:15 AM – 4:30 PM AST. Some after hours and weekend work may be required for the successful candidate, however, any overtime or work during non-business hours must be approved in advance.
- The candidate must be available to start work immediately in New Brunswick on the date specified.

Reporting Structure

The successful candidate will report to the Director who will be based in Fredericton, New Brunswick.

We appreciate all applicants for their interest; however, only those selected for further consideration will be contacted.

In the unlikely event that you experience technical difficulties or are unable to complete your application online, contact: support@techlegs.com

**Best Wishes,
TechLegs Solutions Team**