

# Digital Enterprise Project Manager

At Platte River, we share a sense of purpose and pride in the value we add to our communities, our region and the energy industry. We rely on our staff to sustain our leadership role in the region and to help us work toward our goal to achieve a 100% noncarbon energy mix within the next decade. To accomplish this, we offer competitive pay and benefits, state-of-the-art workplaces at both headquarters and the Rawhide Energy Station, and the following unique benefits:

- Onsite, fully-equipped gym facilities
- Hybrid/flexible working arrangements for most roles
- Fleet cars for use by staff for local business travel
- Employee rewards, health and financial wellness programs
- Volunteer days and opportunities to participate in community events
- Culture of respect, commitment and camaraderie

If you're searching for a collaborative working environment within a mid-sized organization that values innovative ideas, diverse perspectives and provides opportunities to make a difference, consider joining the Platte River team.

Platte River is looking for an enterprise project manager to join our talented and progressive digital team. If you have experience implementing cloud-based enterprise resource planning (ERP) systems and want to have an impact on our organization's digital transformation, we invite you to apply today.

The implementation of Oracle Fusion Cloud ERP will be the initial focus of the enterprise project manager, followed by other digital projects including evaluation and implementation of distributed energy managements systems; business intelligence and data analytic systems; and other technology projects. While experience implementing cloud-based ERP systems is required, training and certification will be provided for energy markets-focused systems and technology.

## **Job purpose/summary**

Provides leadership, plans, initiates, and manages technology projects across the enterprise within Platte River's project portfolio. Responsible for organizing and leading cross-functional project teams comprised of personnel from various groups within the organization and outside vendors to achieve the defined project goals. Serves as a liaison between business functional areas and technical aspects of the projects. Responsible for coordinating all aspects of project management, including setting deadlines, assigning responsibilities, monitoring progress, managing budgets, and providing reports to project members, sponsors, and senior management.

### **Essential duties and responsibilities**

- Provides leadership, plans, initiates, and manages technology projects across the enterprise within Platte River's program and project portfolio.
- Develops project teams and project processes; establishes and executes a project communication plan.
- Monitors the performance of project team members and provides project management, tracking, and documenting on project milestones and deliverables.
- Identifies need for initial or supplemental project resources and initiates, reviews, and approves modifications to project plans.
- Directs activities of project personnel, schedules, and facilitates meetings related to projects to determine goal setting and project planning timeline.
- Responsible for mentoring, influencing and coaching project team members so they understand project goals and objectives.
- Leads a culture of organizational change and will be willing to engage in difficult conversations.
- Works collaboratively with supervisors, managers, and directors to influence resource requirement and commitment to project goals.
- Encourages organizational change to align with high-level project goals.
- Adheres to and promotes proper methods and techniques which are consistent with current operating procedures, training requirements, and company policies.
- Demonstrates safe work practices and complies with established safety procedures.

### **Other duties**

- Stays updated on current project management practices and trends.
- Performs other duties as assigned.

### **Knowledge, skills and abilities**

- Proficiency with Microsoft Office applications, including MS Teams, and OneDrive.
- Ability to establish and maintain effective working relationships, exhibit a positive attitude, and collaborate with others to provide a high level of customer service.
- Experience using project management tools and related technologies.
- Experience in different project management methodologies.
- Experience gathering requirements, business analysis, and documentation.
- Experience coaching and team building.
- Experience managing an enterprise-level ERP system implementation.

- Electric utility industry experience preferred.

## **Qualifications**

### Education

- Bachelor's degree in project management or related field or equivalent combination of education and experience is required.
- CAPM, PMP or similar certification is preferred; and will be required to acquire within two years of employment start date.

### Required work experience

- At least five years of experience leading complex IT or Technology projects.
- Experience completing an implementation of a major cloud-based ERP within the past five years.

### Licenses/certifications

- Current valid driver's license and ability to remain insurable under Platte River's vehicle liability policy is required.

## **Physical requirements**

While performing the duties of this job, the employee is required to frequently sit, stand, and walk. Must frequently lift up to 20 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

*The following are required with approximate requirements and percentage of time:*

- Use of computer and other related equipment 75% of time while sitting or standing
- Walking 20%
- Frequently lifting up to 20 lbs. and occasionally lifting up to 50 lbs. 5%

## **Work environment**

This job operates in a professional office environment and routinely uses standard office equipment such as computers, phone, photocopiers, filing cabinets, and other office machines and equipment.

- Exposure to routine office noise

**Bi-weekly salary range for position:** \$4,114 - \$5,657 (placement DOQ)  
(range if annualized: \$106,968 - \$147,084)

This position will remain posted until filled.

Platte River Power Authority offers employees an outstanding benefits package. Benefits offered for this position may include the following:

- Health insurance options including a PPO and high deductible health savings account with prescription drug coverage
- Telemedicine
- Benefit advocacy
- Dental insurance
- Vision insurance
- Flexible spending plan
- Basic life insurance
- Basic accidental death and disability
- Dependent life and supplemental life insurance options (voluntary)
- Accidental death and disability insurance (voluntary)
- Long-term disability insurance
- Retirement plans 401a defined contribution plan 457b deferred compensation plan
- Paid holidays (12 annually)
- Paid time off: personal and sick leave
- Wellness program
- In-house training opportunities
- Tuition reimbursement Employee assistance program

For additional information, please see our website careers page at: <https://www.prpa.org/careers/benefits/>

**All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or protected veteran status.**

**Platte River endeavors to make our careers site accessible to any and all users. If you would like to contact us regarding the accessibility of our website or need assistance completing the application process, please call us at 970-229-5323 or email [recruiting@prpa.org](mailto:recruiting@prpa.org).**

**Must be legally eligible to work in the United States. Platte River cannot provide employment to applicants who will require sponsorship now or in the future (i.e. H1B visa, OPT status).**

