MeterSYS
Advanced Metering Solutions

AMI PROGRAM MANAGER- WATER
(Subcontractor- 2017)

COMPENSATION: Variable (Project Billable Rate $65-$80/hr; internal support $40-$60 DOQ)
LOCATION: Based in Raleigh, North Carolina
JOB TYPE: Professional Services Subcontractor

POSITION DESCRIPTION:

MeterSYS, a Raleigh, North Carolina based utility smart metering consulting and services company, seeks statement of interests from qualified subcontractors for our AMI Program Management role. Primary responsibilities will be the development and execution of detailed field and back office methodologies to support our Metering as a Service (MaaS) program for water clients as well as program management for our AMI implementation services. The selected contractor will have a working knowledge of leading meter solutions installation and operation procedures, data management systems, field asset management technologies, and system performance and optimization techniques. MeterSYS expects this role to expand into full-time employment for contractors displaying the highest level of expertise and project service performance while serving as an independent contractor.

The contractor may also provide program leadership and assist in building and managing the company's meter technician work team. The successful contractor will possess strong communication and leadership skills as well as experience and training in smart metering technologies and extensive Automated Metering Infrastructure (AMI). The successful contractor will have exceptional skills in managing AMI or equivalent projects, with demonstrated success managing stakeholder relations, contracted implementation vendors and consultants, cross-functional teams, technology assessment and selection, meter data management systems, business process redesign, project budgets and deliverables.

RESPONSIBILITIES:

This contractor position will operate as Project Manager with responsibility for leading MeterSYS Advanced Metering Infrastructure (AMI) Projects and Metering as a Service programs. The position will provide strategic leadership, project management and oversight of the overall execution of the AMI solution. The primary accountability for this position is to ensure that all AMI projects are planned and executed consistent with overall company and utility business goals and strategies, are implemented on time and on budget, and meets identified business needs.

This position will be responsible for the selection? and implementation of the AMI system, integration into the new billing system and enterprise-level technology, facilitate work process redesign, manage a cross functional implementation team, and other PM roles including vendor and contractor management, project budget management, and final execution of the new system across the utility.

Position duties include:

- Manage project teams of 10 to 20 persons, system implementation consultant teams, plus extensive extended subject matter expert teams with cross functional memberships.

- Lead planning for organizational change efforts including business process redesign and staffing changes with significant impact on workforce development and succession planning.
- Manage the AMI project budgets (both capital and operations), including substantial contracts for acquisition of hardware and implementation services.
- Develop budget position papers, business case analyses and RFPs for project acquisition and implementation activities.
- Oversee project vendors including vendor selection, contract development, monitoring of contract deliverables, and managing to defined contractor service level agreements at agreed upon budgets.
- Ensure enhanced Utility operations and provision of customer services, making application configuration, implementation and maintenance decisions that will have a major and direct impact on customer service.
- Plan and manage scope, schedule, and budget for project defined deliverables in accordance with project management standards.
- Report project results to the Executive Sponsor, Oversight Committee, key stakeholders and constituent groups, utility staff, elected and appointed officials, and utility end-user customers.
- Set the strategic policy direction for the AMI project development and execution including lifecycle planning, sustainability planning, and business process redesign.
- Deal effectively with technical, legal or highly analytical issues on a regular basis as part of managing a large-scale technology project implementation.
- Communicate effectively about the AMI project to maintain continuing public and agency support to achieve strategic project objectives.
- Identify project risks and lead mitigation decisions.

QUALIFICATIONS:

Education: Bachelor's degree or advanced certification in Management, Business or Public Administration, Project Management, Information Technology or related field preferred.

Experience: Minimum of seven or more years as a supervisor or manager and five years' experience as a practicing project manager with demonstrated experience in implementation of large scale projects. Supervisory management experience and project management experience may be concurrent.

An equivalent combination of education and experience may be considered.

Certification/License: Project Management (like PMP/PgMP) certification desired

Additional Desired Qualifications:

- Specific experience with AMI technologies and/or large scale IT project implementation is highly desirable.
- Strong strategic planning skills to plan and implement business solutions aligned with business unit objectives, market direction, and technology trends.
- Strong project management/leadership skills to manage highly complex projects in a large scale public sector organization
- Ability to communicate with leaders and decision makers with varying perspectives
- Advanced knowledge of technology solutions for large scale public entities
- Experience with managing budgets for large scale, multi-year capital projects

- Experience conducting business systems analysis
- Proven written and oral presentation skills
- Strong organizational development skills to facilitate change management and a strong customer focus in developing and implementing functional business systems.
- Ability to communicate and work effectively within a multicultural environment

Additional Desired Knowledge of:

- Operations, services, and activities of a water meter reading operations program.
- Principles and practices used for water meter reading operations.
- Principles of supervision, training, and performance evaluation.
- Basic principles and practices of municipal budget preparation and administration.
- Operational characteristics of hand held and radio meter reading equipment.
- Proficient in the use of automated meter reading equipment.
- Operation and appropriate usage of various types of water meters.
- Occupational hazards and standard safety practices.
- Pertinent federal, state, and local laws, codes and regulations.
- Basic principles related between meter reading and billing software solutions.