

## **“Are you the thread that holds it together?”**

LS&Co. has an IT Leadership Program (ITLP) opportunity in which successful candidates will complete four, 6-month rotational assignments over two years providing a full spectrum of leadership experience in technology and business functions that align as “the thread in the seams that is tied to your dreams” and the Company’s needs. So, what do we need? To place high achieving information technology candidates into the LS&Co. environment, and provide them with opportunities to manage projects of significance to LS&Co. in a variety of information technology functions. What’s better? Rotational assignments may require up to 30% travel or placement outside of your home country – how cool is that? “Follow the leader ... *you’re* the leader.”

### **KEY RESPONSIBILITIES**

#### **Business Analysis & Project Management Leadership Functions:**

- Leads extended cross-functional project teams, setting goals, objectives, and priorities with update sessions
- Creates and maintains functional specifications, process flows, use cases, and user-interface design documents
- Develops and maintains a productive working relationship with project sponsors, project team, leadership team, vendors and other key clients
- Acts as a liaison between end-users, functional leaders, and technical teams to identify potential solutions
- Participate in vendor selection, manages vendor relationships and partners with the contracts team to build contractual agreements
- Provides assessment of IT project management needs (as requested), delivering results to IT stakeholders

#### **Planning and Management of Scope, Schedule, Budget, Resources:**

- Facilitates definition of the project scope and development of detailed project plans using standard Project Lifecycle methodologies
- Monitors project milestones and critical dates to identify potential risks in the project schedule
- Assesses variances from the project plan, gathers metrics, and develops / implements changes as needed to ensure the project remains within scope, on schedule, and under budget. Identifies project resource requirements and forms project teams by securing resources and mobilizing commitment
- Conducts formal reviews with IT and Business sponsors at project completion to confirm acceptance and satisfaction

#### **Communication and Decision Making:**

- Conducts project meetings (kickoff, status, sponsor, project steering committee meetings etc.) and obtains approvals for
- Communicates individual roles and project expectations to ensure the project team has the tools and training required to perform effectively
- Delivers project updates and proactively communicate status, issues and risks to all project stakeholders
- Obtains IT and business approvals for all project checkpoints

#### **Integration and Coordination:**

- Adjusts project plans and tasks to ensure integration based on cross-project, resource, and schedule dependencies.
- Ensures visibility and supports integration for assigned projects as assigned to a program

#### **Issue, Change and Risk Management**

- Manages and drives project issue identification and resolution process
- Actively works towards identifying and mitigating project risks

### **QUALIFICATIONS**

**Education:** Majors in Information Technology, Computer Science, Engineering, Business, and Economics preferred or specialized training and equivalent experience. A Bachelor’s degree with GPA of 3.0 or greater is required or United States equivalent (e.g. “with distinction” or Grade B). *Masters Degree preferred but not required.*

**Experience:** High-level interest in IT or IT related field with demonstrated leadership experience

#### **Knowledge, Skills, & Abilities:**

- Strong written / verbal communication, presentation skills and customer service orientation
- Excellent relationship and team-building skills, includes demonstrating areas collaborating, persuading, influencing and negotiating.
- Ability to self-motivate, adapt to unfamiliar and/or challenging situations, and multi-task in a fast-paced environment
- Strong analytical, fact-driven, quantitative, and problem-solving skills
- Strong organizational skills with an attention to detail and quality
- Strong orientation to Microsoft Office suite of tools (i.e. PowerPoint, Excel, Word, Visio)