



Job Description – Senior Project Manager

CostQuest Associates

CostQuest Associates (CQA) is the frontrunner in designing, developing, and implementing economic models for the telecommunications industry. CQA provides the modeling, input, training, maintenance, testimony, and witnessing that is required of any model used in advocacy or public hearings.

CQA serves the telecommunications industry and government clients with services related to valuation and appraisal, public policy and business planning. Clients such as the Federal Communications and U.S. Department of Commerce have relied on CQA's expertise to inform policy and regulations. AT&T, Verizon, Comcast and other providers of broadband services use CQA for valuation and appraisal services in support of tax and M&A initiatives.

CQA is a small company with a large profile within the telecommunications industry. We are well known and well respected for our deep analytical approach and unique applications and models.

CQA is based in Cincinnati, Ohio, with an office in Seattle, Washington and presence in Washington, D.C.

Job Description

CQA is looking for a Senior Project Manager to manage efforts related to large governmental and industry clients. The successful candidate will have a wealth of experience managing large projects with tight timelines. This person will be given the responsibility of working with CQA's most important clients in its Consulting Services business vertical. Project Management duties will include management of contract lifecycle and support of Public Sector vendor compliance.

Position Requirements

This experience should include the following areas:

- 5-years' professional project management experience, including administrative and compliance tracking and managing
- 5 years' experience in fields of business analysis, economics, finance, accounting and/or information technology

Education:

BA/BS or equivalent required, PMP certification preferred

Skills:

- Strong organizational skills with keen attention to detail
- Capable of multi-tasking among competing projects and priorities
- Solid understanding of core project management concepts (e.g. SDLC, PMBOK, Agile)
- Experience in project management tools such as Smartsheet, JIRA, and Microsoft Teams
- Experience in software development and data analytics
- Excellent client-facing and internal communication skills
- Excellent written and verbal communication skills
- Strong working knowledge of Microsoft Office

Location:

Cincinnati, OH or Seattle, WA
Some remote work allowed

Other Requirements:

- Occasional travel to locations such as Washington, D.C., Seattle, Cincinnati and elsewhere
- To meet U.S Government clearance requirements for this opportunity, candidates must be eligible to work in the United States
- Ability to pass a U.S. Public Trust background investigation for access to the client site and computing system. You must have lived in the U.S for the past three (3) years
- As a Federal Contractor, all employees are required to be fully vaccinated against COVID-19 and provide proof of vaccination prior to first day of employment
- All candidates will be subject to a background check and pre-employment drug screening

Compensation:

Competitive Salary and Benefits

Interested candidates should send a cover letter and resume to recruiting@costquest.com