

**Labor Category Title:** SCRUM Master Sr. Advisor – Expert

**Functional Role:** SCRUM Master/Project Manager

**Location:** Doral, Florida 33172

**Remote Support:** No

**Travel Required:** Up to 10%

### **Position Responsibilities**

- Provides technical, administrative, and operational management to assigned projects or task(s), including contract and subcontractor management
- Plans and facilitates the following
  - scrum activities, including sprint planning, daily stand up, demos, board reviews, and retrospectives.
  - Participates in the development of technical project plans, proposals, reports, schedules and task order and administrative reporting
- Maintains ServiceNow, Jira, and other information radiators for the teams
- Collaborates with clients or end users to understand business requirements and Manages risk tracking process
- Acts as a liaison between development teams and product management, ensuring that appropriate project process is made
- Identifies and resolves impediments that slow development or prevent the team from meeting established goals or milestones
- Motivates teams to perform and ensures team members are collectively responsible for all aspects of the committed work (analysis, development, testing, documentation, etc.)
- Provides reports based on team capacity and how the team is performing against capacity
- Serves as an advisor for up to two medium size Agile teams or one large Agile team
- May coach and provide guidance to less-experienced professionals
- Attends customer meetings and may serve as client liaison
- Interacts with vendors, other agencies, and other client staff and stakeholders
- Coordinates development of deliverables and products
- Ensures quality assurance of project deliverables

### **Education and Experience Requirements**

- (CSM) SCRUM Master certification
- 5-10+ years of related professional experience in the aerospace defense industry, or federal government
- BA/BS or equivalent (education requirement(s) can be waived with 5+ of Project Management experience)
- Technical Skills: Must have exceptional expertise working with the following
  - MS Project Web Access (MS Project On-line), MS Project Server, or MS Project Professional or
  - GitLab, Rally, or ADOS
- Experience working on a cross-functional team.

### **Preferred Skills and Experience**

- Strong knowledge of Scrum theory, rules, and practices.
- PMI certified PMP and PMI-Agile highly desirable.
- Demonstrated working knowledge in either a Disciplined Agile Delivery (DAD) or Scaled Agile Framework (SAFe) environment.
- Excellent oral and written communication skills.
- Highly skilled at taking in large quantities of information and presenting it in a clear and concise manner, both verbally and in writing.
- Able to work and communicate well with others in a team environment.

- Able to be diplomatically persuasive or assertive when necessary.
- Strong organizational, analytical, verbal, and written communication skills including public speaking.
- Experience with medium to large sized contract (50+ projects running simultaneously).
- Experience with summary schedule reporting tools such as Primavera, Microsoft Timeline, Azure Logic, SmartSheet or equivalent.
- Experience performing schedule risk analysis techniques.
- Understanding of the engineering, DevOps, DevSecOp and solutions delivery lifecycles.
- Ability to work with limited supervision to develop and manage many levels of program plans and schedules simultaneously.

**Clearance Level**

- Must possess Secret clearance with the ability to obtain a TS/SCI