

New Jersey Infrastructure Bank NOTICE OF CONTRACTOR VACANCY

TITLE:	Product Owner / Business Analyst	SALARY:	\$40 - \$55 per hour
OPENING DATE:	May 1 st , 2019	CLOSING DATE:	May 31 st , 2019
EXISTING VACANCIES:	One (1)	WORKWEEK:	40 Hours
PROGRAM/LOCATION:	NEW JERSEY INFRASTRUCTURE BANK 3131 Princeton Pike Building 4 Suite 216 Lawrenceville, NJ 08648 (609) 219-8600		

SUMMARY:

The New Jersey Infrastructure Bank (NJIB) is searching for a Product Owner / Business Analyst for our proprietary project and financial software application, H₂LOans. The Product Owner will work in collaboration with business and technology team members from both the NJIB and the NJ Department of Environmental Protection (DEP) to create and develop the various program modules to assist in tracking and managing funds sourced from a number of diverse Federal, State, and private sources which are in turn, issued to various recipients. This role is non-supervisory and reports to the NJIB IT Manager.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Candidates should have a knack for collaboration in an active team environment, a willingness to learn, document, troubleshoot complex government, business, and financial processes. Candidates will have a strong sense of product deliverables and deadlines, while independently working with the information technology development team and coordinating their efforts with the SCRUM Master and other Product Owners.

Successful candidates will have a strong sense of working within a SCRUM/Agile environment, and would be proficient in:

- **Working in partnership with NJIB financial, operational and development teams;** strategizing existing application requests while aware of what a future H₂LOans will provide to our customers
- **Leading the integration** of new financial software solutions for H₂LOans and future NJIB software applications
- **Documenting and refining process flow diagrams;** organizing work functionality/work process refinement schedules; develop process use cases and identify and reduce edge case scenarios
- Identifying and **mitigating application risk management** and application issues; escalating issues and concerns
- Engaging continuously with internal/external stakeholders while **building and maintaining strong relationships**
- **Understanding stakeholder business goals and motivating factors;** recognizing, refining and prioritizing requests from “perceived wants” to “essential needs” – assuring those requests align with the core objectives of the NJIB
- **Owning the product backlog;** translating unstructured or ambiguous requests into actionable user stories; continuously evaluating and grooming detailed PBI’s; orchestrating and planning PBI’s for future sprints

- **Facilitating, leading, and presenting team sprint review meetings**, driving future functionality with application client stakeholders

REQUIREMENTS:

Education:

- Graduation from an accredited college or university with a bachelor's degree.

Work Experience:

- 3 years of project management and/or Product Owner experience
- 5 years of experience working in a SCRUM/Agile environment
- Certified Scrum Product Owner (or equivalent certification) preferred, but not required
- Candidates with experience working in/with financial institutions as a product owner/project manager - especially with financial technical integrations, are encouraged to apply

Technical Experience:

- Microsoft Windows 8/10 desktop
- Atlassian JIRA and Confluence
- Microsoft Office 365 (Word/Excel/Outlook/Access/Skype)
- Microsoft Visio and/or Lucidchart

Physical:

- Physical effort in lifting weight (up to 10lbs).
- Duties performed causes light fatigue of eyes, fingers, or other faculties due to long periods of standing, sitting, and/or repetitive motion.

Additional:

- Persons with mental or physical disabilities are eligible if they can perform the essential functions of the job with or without reasonable accommodation. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.

AUTHORIZATION TO WORK:

- Selected candidate must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services Regulations.

INTERESTED PARTIES SHOULD FORWARD COPY OF THEIR RESUME AND COVER LETTER TO

careers@njib.gov

BY 5:00 PM ON MAY 31st, 2019

NJIB is an Equal Opportunity Employer

We believe that diversity and inclusion is critical to our success and seek to recruit, develop and retain the most talented people from a diverse candidate pool. DIVERSITY = STRENGTH!