

Position Description

Title: Project Implementation Specialist

Location: US Based. Location near major airport preferred

Description: As a Project Implementation Specialist you will be responsible for assisting the teams in getting customers live on the CellTrak solution.

Responsibilities include the following;

- Defining and managing project schedules, dates, timelines and deliverables
- Training new and existing clients via web based session or on-site
- Working with internal R&D team to ensure project delivery
- Creating targeted training material
- Manages customer expectations to successfully deliver project
- Key customer contact from pre-sales through project completion
- Project reporting and best practice documentation
- Cross utilized across Client Services for support
- Other duties as necessary

Travel required for this position but not expected to exceed 40% of your time.

Qualifications: The ideal candidate will have strong communications skills, a desire to learn, and a self-motivated work style. In addition, this individual must be a strategic thinker, with the ability to multi-task in fast paced environment.

Professional and Technical Competencies:

- Understanding of project implementation life-cycle;
- Software and mobile device implementation experience;
- Experience with rapid implementation methodologies preferred;
- Knowledge of relational databases, XML, CSS;
- Proficient with MS Office Tools (e.g., Outlook, Word, Excel, Project, PowerPoint, Visio);
- Strong written and verbal communication skills;
- Experience with creating high quality training materials and visual aids;
- Ability to present to groups and executives; and
- Strong interpersonal skills.

Behavioral Competencies:

- Customer Focused
- Driven for Results
- Integrity
- Big Picture Thinking
- Leadership, Creativity, Innovation
- Teamwork and Collaboration
- Adaptability / Open to Change
- Accountability

Experience:

- 2 Years Project Management and Implementation experience preferably in a software company that services the healthcare market.
- PMP Certification desirable.
- Bachelor's degree in computer science / management information systems or equivalent education.

Benefits:

We offer unprecedented benefits to our employees. In addition to a fantastic salary base and compensation plan for all of our positions, we offer:

- Excellent career path
- Healthcare plan (M/D/V)
- Paid holidays
- Stock options
- 401K plan

We work to maintain the best possible environment for our employees, where people can learn and grow with the company. We strive to provide a collaborative, creative environment where each person feels encouraged to contribute to our processes, decisions, planning and culture.

To Apply:

Reliable candidate with excellent communication and interpersonal skills are encouraged to submit their resume and salary requirements to: careers@celltrak.com

About CellTrak:

CellTrak Technologies, Inc. is the leading provider of integrated mobile solutions for the home healthcare, hospice, and private duty markets. CellTrak provides a patent pending software-as-a-service solution that runs on GPS-enabled mobile devices via a homecare technology platform which automates workflow and reduces cost. Data is transmitted wirelessly to a secured internet site making the data available real time and secure instantaneous integration is provided to the back-end clinical systems and the payer networks. Homecare aides and nurses deliver millions of successful visits via CellTrak every week. CellTrak Technologies, Inc. is an equal opportunity employer.

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