

Title: Construction Program Manager
Division: Design, Engineering and Construction
Reports to: VP, Engineering & Construction
Location: Ashburn, VA
Job Status: Full-Time

About Vantage Data Centers

At Vantage, we run some of the most customizable and scalable data centers in the world, with a meticulous focus on efficiency, operational excellence, reliability, testing, and maintenance. With campuses in Santa Clara CA, Quincy WA and Ashburn VA, we support the most demanding of large enterprises, technology companies and service providers. Vantage Data Centers was founded on the principle that modern-day data center design should evolve in innovative ways that lead to dramatic gains in energy efficiency. Years later, we're still leading that charge. It's through our focus on efficiency, collaboration, and operational expertise that our customers and company continue to excel.

DEC Department

The Design, Engineering & Construction (DEC) team is responsible for the entire process flow of delivering data centers from conception through commissioning, working with Sales, Operations and management along the way. DEC also works closely with partner contractors to come up with a vertically integrated design and manages these partners to success through technical feedback and review, and actively participating in review of schedule and budget. Many times, a role like this at other companies is purely oversight. One thing that distinguishes Vantage is that our technical staff is given the responsibility and authority to directly drive the process. When compared to external resources, our internal team can align long-term operational sustainability with value engineering and cost metrics to deliver products aligned with corporate goals. This approach empowers each member of the team to drive high-impact decisions and even more impactful results.

Position Description

Vantage is looking for a Construction Program Manager to drive standardization of project initiation, control, measurement and project closure tools at the project and portfolio levels. Detailed planning and execution management to accommodate a wide stakeholder knowledge base will be necessary. You will be tasked with developing and maintaining master work breakdown structure down to the 4th account level, ongoing records of project lessons learned, organizational process assets, risk mitigation routines and scope assumption/verification/clarification. You will also create CPM/CPA schedules integrating input from all project contributors (both internal and external). You will track actual performance against established schedules, identify early of risks and use tools to help project team mitigate risks to ensure on time delivery of projects. Your responsibility will include ensuring that project best practices are implemented in a feedback loop to enable compliance to defined scope, project quality, risk tolerances, budget, schedule definition, clear communications and greater project performance predictability. Best practices must be scalable and transferable to other Vantage projects while creating a high-level user adoption and acceptance. Your work product will be the organizational foundation for monthly project status and financial reports. The front end visualization of the various work streams is the Vantage execution management tool (EMT). You will be responsible for standing up the EMT for every Vantage construction project. As the Vantage team continues to grow, you will have the task of creating department specific onboarding, training and orientation. Lastly, you will provide guidance and shepherd the procedural specification process, file repository structure, and standardized tool set with a focus on continuous improvement.

Essential Job Functions

- Maintaining program level organizational process assets and project/portfolio level risk management
- Provide governance and compliance management with defined department work breakdown structure
- Perform quality control and continuous improvement for project process
- Manage procedural department tasks, milestones, and activities
- Create and maintain forms, templates, logs and file repository system and manage change control
- Audit defined process flow and refine and improve to eliminate waste; create new processes as needed

Duties

- Oversight, administration, and modification of the EMT for all Vantage construction projects
- Guide project teams through onboarding and troubleshooting any issues with the EMT
- Establish and enforce compliance with developed policies and procedures, documenting change metrics and roll out including training to internal and external teams
- Drive continuous improvement for departmental workflow and system performance
- Liase between project management and operations/PMO for project closeout turnover documentation
- Ensure monthly project status and financial report is issued and in compliance with requirements
- Lead approval gating process and feedback between project managers and internal stakeholders
- Structure and facilitate major project workshops to document project scope, verify and align project assumptions and lessons learned and provide feedback loop for specification modification/updates
- Project communications (updates, scorecards, escalations) and project stakeholder alignment
- Integrated planning to coordinate cross-project activities and objectives
- Additional duties as assigned from time to time by management

Job Requirements

- Bachelor of Science in Construction Management, Engineering, a similar field, or equivalent experience
- 7 years of experience in program management or equivalent managerial positions required, 7 to 10+ years preferred
- Construction industry experience is strongly preferred
- PMI/PMP Certification, or greater, is a plus, a working understanding of PMBOK 5th edition is a plus
- Demonstrable understanding of project/program management techniques and methods
- Strong Microsoft Excel skills required
- Ability to distill large datasets into a succinct presentation, summarize data through pivot tables, etc.
- Excellent knowledge of process performance evaluation and change management principles
- Excellent communication skills with transparent and timely communication
- Expected travel is less than 15%, but may grow and evolve over time

Candidates should submit resumes to: jobs@vantagedatacenters.com. Include the position name in the subject line.