



**MARYLAND AVIATION ADMINISTRATION
EXECUTIVE SERVICE POSITION ANNOUNCEMENT
TECHNICAL SYSTEMS PROJECT MANAGER,
DIVISION OF AIRPORT TECHNOLOGIES
(ADMINISTRATOR V)**

This position serves at the pleasure of the appointing authority

The Maryland Aviation Administration (MAA) is currently accepting applications from candidates for the Executive Service Position of Technical Systems Project Manager, Office of Airport Technology. This position will manage and monitor small to large MAA-wide technology projects. Responsibilities include project management and development, providing assistance with long-term strategic technology planning, budgeting, technical specification and scope development, IT and Telecom procurement, policy development and enforcement. The selected candidate must be a self-starter, possess strong communication and interpersonal skills, able to interface with a wide range of officials, foster teamwork, and present a professional image. This position shall be responsible for all aspects of project management in order to ensure technology projects are completed within scope, on time and within budget. The preferred candidate will possess experience managing technology projects and a thorough knowledge of accepted technical project management techniques. Project Management Institute (PMI) certification required.

POSITION REQUIREMENTS:

EDUCATION: Possession of a Bachelors Degree from an accredited college or university in a technology discipline or a related engineering/technical field.

EXPERIENCE: Eight years experience in administrative or professional work, three years of which must have involved the responsibility for technology project management. Project Management Institute (PMI) certification required.

NOTE:

1. Additional graduate level education at an accredited college or university may be substituted for the required general experience at the rate of 30 semester hours for one year of the general required experience.
2. *Applicants may substitute additional experience as defined above for the required education at the rate of one year of experience to one year of education for up to four year of the required education.*

SALARY: \$51,911 - \$83,350 with excellent health and leave benefits, advanced education and training opportunities, employee and employer contributory pension and 401k plans

CLOSING DATE: May 30, 2008

SUBMIT EMPLOYMENT APPLICATION (DTS-1) BY – MAY 30, 2008 - TO:

**Kenneth E. Acker, Manager, Division of Recruitment and Examination
Office of Human Resources and Risk Management
Maryland Aviation Administration
P. O. Box 8766
BWI Airport, MD 21240-0766
Send fax to (410) 859-7763 or E-mail to: kacker@bwiairport.com**

MAA Employment Application Forms (DTS-1) may be obtained by calling (410) 859-7300, (410) 855-6022, from the MDOT web site: www.marylandtransportation.com, or visiting the Office of Human Resources at: 901 Elkridge Landing Road, Suite 150, Linthicum MD 21090.

Note: Résumés cannot be substituted for any part of the application. Application must be completed in its entirety, "See résumé" is not acceptable. Please photocopy additional pages as needed.

NOTE: Eligible applicants will be subject to a background investigation under Federal or State laws and regulations. A conviction is not an automatic disqualification to employment. Erroneous, misleading or fraudulent information on an application is sufficient grounds for rejection from the hiring process, removal from the list of eligibles, withdrawal of an offer for employment or immediate discharge. The MAA is dedicated to a Drug Free Workforce and therefore employees are subject to the Maryland Department of Transportation's (MDOT) Substance Abuse Policy, which includes drug and alcohol testing. The MAA does not discriminate on the basis of age, ancestry, color, creed, gender identity and expression, genetic information, marital status, mental or physical disability, national origin, race, religious affiliation, belief or opinion, political affiliation, sex or sexual orientation in employment. Bi-lingual applicants are encouraged to apply.

Special test arrangements or reasonable accommodations will be made for qualified candidates with disabilities upon request. Please notify the Office of Human Resources in advance if any of the above is needed by calling (410) 859-7693, via TTY (410) 859-7227 or via the Maryland Relay Service 1-800-735-2258. Employees hired within this classification will be employed by the MDOT.

Date posted/Issued: April 28, 2008

An Equal Opportunity Employer