



Position	Director of Project Management Office
Reports to	Chief Operating Officer
Locations	Seattle, WA
Description	Leviathan is seeking a passionate and experienced individual to direct our Project Management Office. The individual will be expected to manage our large and complex projects and to lead and mentor other project managers. The individual will be responsible for development, evaluation, and evolution of the effectiveness and maturity of the project management office.
Required Qualifications	<ul style="list-style-type: none">• Seven years or more experience in a project management role.• Demonstrable experience developing, assessing, and maturing a project management department or office.• Strong understanding of risk management and information security fundamentals and application.• Two or more years of experience working in the high technology industry.• Able to manage internal and external expectations.• Demonstrable experience developing and implementing metrics and success criteria.• The ability to evaluate and evolve the efficiency and effectiveness of a project management office.• Demonstrated ability to document business processes and workflows.• Able to multi-task and deliver consistently on deadlines.• Strong mentoring and leadership skills.• Demonstrated ability to solve complex problems with expertise and ingenuity.• Strong written and verbal communication skills.• Able to communicate complex ideas to diverse audiences (both technical and non-).• Time and resource estimation experience a plus.
Travel Requirement	<ul style="list-style-type: none">• Up to 25% per year as needed to support engagement delivery
Education Requirements	<ul style="list-style-type: none">• College degree in a technical field or equivalent experience preferred.

For further information or to submit your resume please contact Rex Warren via rex.warren@leviathansecurity.com or 866.452.6997.