Our company is looking for a technical program management. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for technical program management

- Manage highly visible strategic projects for Cloud Operations
- Mentor and coach Operations & Development engineers on project management best practices
- Prepare graphics, reports, engineering data and analysis in support of Government directed studies, reviews, conferences, briefings and tasking/meetings
- Apply technical editing experience to read and correct medical and defense industry content
- Apply proofreading experience to compare the final version of a document with the marked-up versions to ensure all corrections have been made
- Handle inquiries, schedule appointments, develop presentations, and fill office support functions
- Work with writers in expressing ideas and narratives, develop technical report content according to AFMS publication style and editorial policies
- Plan, coordinate, and revise material for publication in defense industry technical reports, presentations, posters and documents
- Prepare technical reports using advanced publishing software
- Perform copy editing to ensure defense technical reports are mechanically correct (spelling, punctuation, and grammar), stylistically consistent and marked appropriately for distribution

Qualifications for technical program management

- The ideal candidate will have experience with SQL and Excel
- The ideal candidate will have demonstrated creative problem solving and strong analytical skills
- Bachelor's degree in a related technology field
- 10+ years of product management experience in defining, building and launching enterprise technology products
- Ability to think creatively, analyze quantitatively, problem-solve and prioritize