

Corptax is a market leader in leading-edge commercial tax software and process solutions. Through our unique ERP solution, we unlock the value of the tax function, transforming it into a center of insight and efficiency. For more than 35 years, Corptax has supported the evolving tax needs of the world's most recognizable and sophisticated organizations. We provide solutions to a multitude of Fortune 1000 firms, including more than 50% of the Fortune 500 and nine out of the top 10.

Responsibilities

- Foster transparency and visibility, and radiate information — ensure that a team's progress, obstacles, and successes are highly visible to all stakeholders, including the team itself
- Be self-motivated and capable of managing multiple priorities and tasks
- Organize and facilitate project planning, daily stand-up meetings, reviews, lessons-learned, sprint and release planning, demos and other Scrum-related meetings.
- Track and communicate team velocity and sprint/release progress.
- Ensure the development teams are practicing the core agile principles of collaboration, prioritization, team accountability and visibility.
- Assist team with making appropriate commitments through story selection, task definition.
- Act as liaison, working closely with the support team on client issues
- Assist with prioritization and resolution of project related defects/bugs.
- Assist as needed with backlog maintenance.
- Communicate project status to stakeholders.
- Gain and maintain a detailed understanding of business goals and platform capabilities.
- Participate proactively in developing and maintaining team standards, tools, and best practices.
- Create and maintain process documentation.
- Perform additional tasks as necessary.

Release Management

- Develops standards, processes and controls for configuration and release activities
- Manages customer upgrade process – preview environment, sandboxes, staging solution, etc
- Establishes and facilitates release team meetings, coordinates issues and facilitates solutions pertaining to the release process, and maintains release documentation
- Log, track and escalate high priority project issues affecting ability to deliver quality products according to plan

Desired Skills and Experience

- Have an undergraduate degree in areas related to Management Information Systems or Business Administration.
- Have at least 1 year previous agile / scrum project management experience within a software development environment.

Fax your resume to Corptax Recruiting at 847.236.8015 or email at recruiting@corptax.com. Corptax offers a competitive salary and full benefits. EOE/M/F/D/V.

- Solid understanding in software development lifecycle, configuration and change control management
- Strong organizational and cross-team communication skills
- Ability to adapt to a rapidly changing environment

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