



### **I.T. Project Manager**

For over 20 years, FedNat, a Property & Casualty insurance carrier and claims adjusting company has served communities and families by providing quality insurance and claims services, specializing in Homeowners Insurance, High Value Homes, Flood, Condo, General Liability Insurance and more.

Our team of experienced insurance professionals is dedicated to providing exceptional products and services. Our exceptional service model has earned us an “A+” rating with the Better Business Bureau and our strong leadership continues to be the key to our continued success.

If you aspire to be the face of a dynamic organization like FedNat and be a part of an exceptional team of professionals who believe in the highest level of Customer Service, with respect, compassion and genuine concern for our clients at the forefront of all we do. We welcome you to be a part of our team in achieving these goals.

If you desire to be a part of FedNat, please take a moment to review the position responsibilities and requirements below for the position of **I.T. Project Manager** and submit your resume to [HR-Recruit@FedNat.com](mailto:HR-Recruit@FedNat.com).

#### ***Knowledge:***

- Knowledge of basic web languages, i.e. (HTML, CSS, JS)
- Familiarity with file transfers via the internet (FTP/SFTP)
- Strong knowledge of internet browsers such as Chrome, Firefox, Opera, Safari, and Internet Explorer
- The ability to work and support servers and applications in both Linux/Open Source and Windows/Microsoft environments, including intra/internet networking and different kinds of database systems including SQL Server and MySQL
- Understands current and future business goals and ongoing I.T. issues to ensure an optimal level of success is being met
- Ensure that employees are following computer usage policies, pertinent for information security and privacy of the business.
- The Incumbent will provide strategic planning focused on technology
- Ensures that proposed solutions will guarantee success
- Assess the proposed project plan to ensure all needs are met
- Acts as a liaison between internal customers, departments, project stakeholders, and development teams

#### ***Skills:***

- Strong judgement, negotiation, and decision making skills
- Effective oral and written communication skills
- Analytical, evaluative and problem solving skills
- Written communication, verbal and interpersonal skills
- Develop a renewal and upgrade schedule for company software programs
- Integrate information technologies into the company for effective streamline business and workflows
- Coordinates all phases of the Software Development Life Cycle from planning through implementation
- Apply their skills to the Corporate Departments of production, operations, project management, information systems, and project development

***Education & Experience:***

- Associate Degree Preferred
- 6 + years as an experienced I.T. Professional
- 3 + years as a supervisor in an I.T. Department
- 2 + years managing Scrum/Agile Software Teams/Projects
- In depth knowledge of Microsoft Windows and Office Suite
- Knowledge of Insurance Policy Administration, billing and claims functions
- Ability to clearly communicate technical concepts to both technical and non-technical audiences

FedNat is an Equal Employment Opportunity Employer, DFW, offering a comprehensive benefit program including, Medical, Dental, Life Insurance, 401K, Tuition Reimbursement, with a great management team and working environment.