Title: **Technical Project Manager/Business Analyst**
Location: Denver, CO

About our Company:

Cologix provides network and cloud neutral interconnection and colocation services in highly strategic and densely connected data centers.   We enable customers to scale their businesses rapidly and cost-effectively by delivering flexible space, reliable power, and dense cloud and network connectivity to customers in the carrier, cloud, content delivery, media, financial services and enterprise communities. Our customers have direct access to our local operations teams which result in strong partnerships backed by exceptional operational support and unparalleled customer service. With 29 Data centers in the United States and Canada, Cologix offers space, power, cooling, cross-connects and physical security for its customers. We are headquartered in Denver, Colorado and have data centers in Columbus (3), Dallas (2), Jacksonville (2), Lakeland (1), Minneapolis (3), Montreal (10), New Jersey (3), Toronto (2), and Vancouver (3) where we provide local dedicated support teams for our colocation and interconnection customers. Our company is backed by one of the largest North American Infrastructure funds and we have huge growth ambitions.

About the Position:

As a member of the Cloud and Connectivity Business Unit at Cologix, you will be part of a talented group, dedicated to designing, building, and delivering a best-in-class, software-defined network (SDN) exchange platform, which will provide the next-generation of cloud connection and Meet-Me-Room (MMR) services to our customers.

Working together, your team of cross-functional Developers, Network Engineers, Analysts, and Technical Specialists will deliver a universal connection platform that is, to our customers, valuable, intuitive, and competitive.

This role is responsible for the project management of our cloud services business unit. You will provide leadership and direction on all assigned projects or project tasks, ensure follow through from beginning to end; ensure overall progress of assigned projects. In addition, you will work as a Business Analyst who works with the new cloud services Product roadmap to develop the Product Requirements Document (PRD) and socializes the PRD with the developers to executive against the PRD and roadmap. You will be responsible for

process flows, requirements, test plans, and working with the product team to develop user reference materials.

What you do daily:

Project Management Responsibilities
- Develop a detailed project plan to monitor and track progress. Develop spreadsheets, diagrams and process maps to document needs and updates on projects
- Work with all project stakeholders to drive towards timely milestone completion, primary point of contact for project status and updates
- Host regular meetings with teams to drive project completion
- Prepare executive level presentations or written reports. Report and escalate to management as needed
- Coordinate internal resources and third parties/vendors for the flawless execution of projects
- Establish and maintain relationships with third parties/vendors

Business Analyst Responsibilities
- Act as liaison between Development Team and Cloud Business unit, providing a single point of contact between the two organizations
- Lead development discussions between Business Units to finalize expected deliverables
- Assist user community in analyzing and defining needs; creating detailed specifications from which development projects will be written
- Reviews and edits requirements, specifications, business processes and recommendations related to proposed solution
- Oversee implementation of new functionality and keep business owners updated with project progress
- Track End-to-End Testing and facilitate User Acceptance Testing to validate all defined requirements are met
- Identify required changes and communicate necessary changes to development team
- Create, document, update, and communicate on any new development or process changes

What makes you a good fit: (Qualifications)

- Bachelor's Degree in Engineering, Business, Computer Science, Telecom, Finance, or related field
- 3+ years' experience working experience in project management in telephony, software, IT or equivalent a technical environment. Experience working in the Cloud space is a plus
- Excellent written and verbal communication skills

- Solid organizational skills including attention to detail and multi-tasking skills. Ability to prioritize with good time management skills
- PMP / PRINCE II certification is a plus
- Outstanding communication skills
- Excellent in MS Word, MS Excel, MS PowerPoint and MS Project
- Understanding of ERP, CRM and BMS systems preferred, NetSuite experience is a plus
- Ability to envision appropriate information architecture and document for a variety of projects
- Ability to gather and organize information from various sources and individuals
- Telecommunications and Colocation Engineering or Operations experience
- Large, complex program management experience
- Process Architecture, UML or similar business process modeling
- Experience with RUP and BPM tools (Rational Rose, Tibco Business, ARIS, use case, data models, etc.)
- Experience with NetSuite (workflows, record management, data collection) preferred

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.

Cologix is an Equal Opportunity Employer. Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, disability, or veteran status.