Senior Project Manager, ERP

higheredjobs.com/search/details.cfm

Type: Full-Time
Salary: $112,180 - $162,663 per year
Posted: 24 days ago
Category: IT Manager/Director



Senior Project Manager, ERP

About the Opportunity

This job description is intended to describe the general nature and level of work being performed by people assigned to this classification. It is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

Job Summary

The Division of Information Technology Services (ITS) seeks a strategic Senior IT Project Manager to lead Workday optimization initiatives that align with university priorities.

This role requires a proactive leader with strong communication, stakeholder engagement, and execution skills to drive cross-functional collaboration and deliver projects on time and within scope and budget.

The ideal candidate is a self-starter with a proven track record in managing ERP-related projects in dynamic environments. They must combine strategic thinking with hands-on leadership, influencing outcomes and ensuring measurable improvements. Experience with Workday or large-scale ERP systems is essential.

24/7 business continuity:

This role requires availability outside of traditional working hours on a rotating basis to ensure continuous operation of critical AI systems and platforms. Responsibilities include monitoring system health, responding to alerts, troubleshooting performance issues, and implementing emergency fixes as needed. The ideal candidate must be able to quickly diagnose and resolve AI system and platform incidents, prioritize issues based on business impact, and coordinate with technical teams to restore service. A strong commitment to system reliability and service continuity is essential for success in this position.

Other duties as required:

This role requires flexibility in performing duties outside of the primary responsibilities to support the evolving AI ecosystem at the university. The ideal candidate must be adaptable and willing to take on additional tasks or projects as required, ensuring consistent and reliable AI and platform operations. This may include assisting with knowledge management, documentation updates, user training, data preparation, or special projects related to AI system improvements. A problem-solving mindset and willingness to tackle emerging challenges are essential for thriving in this dynamic environment.

Hybrid work schedule:

This role is hybrid and in the office a minimum of three days a week in Boston to facilitate collaboration with both technical teams and operations staff. In-office presence enables effective coordination with support teams, direct access to infrastructure, and hands-on troubleshooting of AI systems and platforms. Physical presence is particularly important for incident response, change management activities, and cross-functional problem-solving sessions that benefit from in-person collaboration and real-time communication.

Applicants must be authorized to work in the United States. The University is unable to work sponsor for this role, now or in the future.

Minimum Qualification

Education

-

Bachelor's or Master's degree in Computer Science, Information Systems, Business Administration, or a related field.

Experience

-

8-10 years of progressive IT project management experience, including managing large, complex, cross-functional IT initiatives in matrixed organizations.

-

Minimum of **5 years** of experience engaging with business units, technical teams, and executive stakeholders.

-

Demonstrated success delivering enterprise-level technology projects (e.g., CRM, ERP, infrastructure, cloud systems).

-

Proven ability to lead diverse project teams, set direction, communicate vision and influence outcomes without direct authority.

-

Skilled in navigating organizational change, managing competing priorities and driving progress in ambiguous environments.

- Strong use of data-driven insights for planning and risk management.
- Large system ERP experience such as Workday

Certifications

- PMP, Agile, or other relevant project management certifications preferred.

Skills & Competencies

- Expertise in project management methodologies, including Waterfall, Agile, and hybrid approaches.
- Proficiency in project management tools such as MS Project, Smartsheet, ServiceNow and Jira.
- Strong analytical and problem-solving skills with the ability to make sound decisions under pressure.
- Excellent verbal and written communication, including presenting to senior leadership.
- Ability to foster collaboration and resolve conflicts across diverse stakeholder groups.

- Deep understanding of business processes and IT alignment, with the ability to deliver measurable value.
- Skilled in resource planning and budgeting for large-scale projects.
- Self-motivated, organized, and capable of working independently in fast-paced environments.

•

Deep understanding of current and emerging technologies and how leading enterprises leverage them to drive digital innovation and maximize business value.

Key Responsibilities

Project Leadership & Execution

- Lead planning, execution, and delivery of multiple complex IT projects across departments.
- Develop and manage detailed project plans, budgets, timelines, scope statements, and resource allocations.
- Ensure deliverables meet quality standards and are completed on time and within budget.
- Conduct risk assessments and implement proactive mitigation strategies.
- Monitor project activities, ensuring the currency, quality and integrity of information, while providing consistency in content.

Stakeholder Engagement & Communication

- Serve as the primary liaison between technical teams, business units, and executive sponsors.
- Build and maintain strong relationships with stakeholders at all levels.
- Facilitate effective communication across cross-functional teams to ensure shared understanding of objectives, progress, and changes.
- Present project updates, risks, and performance metrics to governance groups and leadership.

Team Leadership & Collaboration

- Provide direction and support to cross-functional project teams, including internal staff and external vendors.
- Set clear objectives and responsibilities, promoting ownership and accountability throughout the team.
- Foster a collaborative environment that encourages innovation, ownership and problem-solving.

Monitoring, Reporting & Financial Oversight

- Track and report on project progress, milestones, risks, issues, and financials.
- Prepare and publish status reports; adjust schedules and plans as needed.
- Conduct post-project evaluations and document lessons learned.
- Manage project budgets responsibly, identify cost-saving opportunities, and ensure financial accountability.

Position Type

Information Technology

Additional Information

Northeastern University considers factors such as candidate work experience, education and skills when extending an offer.

Northeastern has a comprehensive benefits package for benefit eligible employees. This includes medical, vision, dental, paid time off, tuition assistance, wellness & life, retirement- as well as commuting & transportation. Visit https://hr.northeastern.edu/benefits/ for more information.

All qualified applicants are encouraged to apply and will receive consideration for employment without regard to race, religion, color, national origin, age, sex, sexual orientation, disability status, or any other characteristic protected by applicable law.

Compensation Grade/Pay Type:
113S

Expected Hiring Range:
$112,180.00 - $162,662.50

With the pay range(s) shown above, the starting salary will depend on several factors, which may include your education, experience, location, knowledge and expertise, and skills as well as a pay comparison to similarly-situated employees already in the role. Salary ranges are reviewed regularly and are subject to change.

To apply, visit https://northeastern.wd1.myworkdayjobs.com/en-US/careers/job/Boston-MA-Main-Campus/Senior-Project-Manager--ERP_R137266

jeid-9d068a0b566b384984ee560e3ea4d05f

Related Searches:

IT Manager/Director

© 2026 HigherEdJobs. U.S. Patent 8,548,928