

Position: Project Manager

Location: Boston, MA (remote option)

Company Overview

Are you interested in using technology to make the world a better place? Annkissam is a growing organization providing operational and technology solutions to mission-driven organizations that provide Home and Community-Based Services across the country, with a focus on financial management services (FMS) for self-direction. Our platforms are tailored for FMS providers seeking innovative yet cost-effective ways to provide better service to self-directing individuals, and to maintain a high level of compliance in response to rapidly changing market regulations. Annkissam's core values are quality, honesty and kindness, and we believe that our dedication to these values is why we were named one of the Top Places to Work by the Boston Globe in 2018, 2019, and 2020.

Self-direction is growing, and the COVID pandemic has highlighted its potential. Currently, over 1.25 million individuals choose to direct their own services, with self-direction growing at twice the rate of other Home and Community-Based Services. Annkissam currently has the dominant FMS solution nationwide, and is poised to capitalize on that market opportunity with an innovative, market-leading SaaS-based solution for FMS providers. The recent acquisition of the company in October 2020 by HHAeXchange positions Annkissam for continued rapid growth in a highly attractive industry.

We are looking to hire a full-time Project Manager to join our team.

Project Manager

The Project Manager will help build complex, web-based software to support home and community-based services programs. Project Managers work closely with our clients and developers to ensure our software continues to meet our clients needs and goals. Project managers support the project management work of the company by planning and managing client projects, defining project requirements, and documenting those requirements for approval by clients and confirmation from developers. They work with clients to understand, consult on, and help identify and define their goals to produce project deliverables that help achieve those client goals. Applicants should have some background in project management, be highly organized, and have experience juggling multiple priorities simultaneously. This position would start immediately.

The ideal candidate will be:

- An individual who is passionate about using technology to help people
- Superb at keeping track of tasks, deliverables, agendas and scheduled communication
- Someone who approaches life with curiosity and seeks to solve complex problems
- An excellent communicator, both written and over the phone
- Easily adaptable in a fast-moving environment
- A creative and independent thinker who is also able to collaborate effectively
- A quick learner who knows how to seek out information and answers
- Comfortable working autonomously and in teams
- 2-5 years project management experience in client-facing role

We require:

- An entrepreneurial mindset
- Excellent communication and analytical skills
- An honest, kind person who wants to provide a quality service

Benefits

We offer competitive pay with a flexible and affordable benefits program designed to help you be well, including: medical, dental & vision coverage, vacation & PTO, flexible spending accounts, long term disability insurance, life insurance, and a 401(k) plan.

Annkissam is an Equal Opportunity Employer.