



Project Manager – Disaster Recovery Events

Recovery Point Systems, Germantown, MD 20874

US Citizenship required

Background check required

About Us

Recovery Point Systems is a leading provider of comprehensive disaster recovery and business continuity solutions, serving clients across various industries including government, healthcare, and financial services. With a commitment to data protection and IT resilience, Recovery Point Systems offers a range of services including managed hosting, cloud-based disaster recovery, and cybersecurity solutions. Recognized as an industry leader by Gartner®, Forrester® and other leading industry analysts, we seek talented, dynamic individuals to join our team.

Job Description

In this role, the Project Manager/DR Events Manager is responsible for managing scope, cost, schedule, internal staffing, outside vendors and contractual deliverables for all client test and disaster declaration activities.

- Responsible for all client test and disaster declaration activities at Recovery Point.
- Leads client pre-test, test and alert/declaration calls.
- Maintains strong current general IT knowledge across all platforms and network, to understand and document issues.
- Participate in rotating 24x7 on-call as Disaster Declaration Duty Manager for the assigned shift.
- Track and support multiple customers through scheduling, pretest, testing and post-test activities.
- Maintains solid Smartsheet skills to establish a paper trail while assisting the RPS team and customer with follow up through the whole process to ensure success.
- Coordinate all client requests for testing.
- Coordinate with RPS technical teams & staffing schedules to determine availability and confirm options to offer
- Ensure all platforms are on startup call or onsite to meet customer.
- Any other tasks as required to fully support client testing activities.



Required Skills

- Excellent communication and presentation skills
- Excellent conflict resolution skills
- Able to manage complex projects

Education/Experience

- Bachelor's Degree preferred or at least 5 years of Project Management
- Holds one of the following: PMP, PgMP, PRINCE2
- Preferred background in IT Solution and Disaster Recovery services

Compensation/Benefits

- Health insurance package (medical/dental/vision/disability/life)
- Competitive salary
- 401(K) plans
- Paid holidays
- Paid time off
- Parental leave
- Flexible hours
- Pregnancy leave

Salary: \$100k-\$150k

Job type: Full-time; Hybrid (in-office and remote)

Equal Opportunity Employer