WASHINGTON STATE
HOUSING FINANCE
COMMISSION

Opening doors to a better life

I.T. Project Manager

Posting Date:	October 13, 2026
Closing Date:	Open Until Filled. *Applications will be reviewed on a rolling basis, with first review of applications on November 2, 2026.*
Salary:	$8,275 to $11,134 Monthly depending on qualifications.
Location:	Hybrid remote and onsite at 1000 2nd Ave., Suite 2700, Seattle, WA Our office is located in downtown Seattle's Financial District on 2nd Avenue and Spring Street and is within walking distance to Pike Place Market and Seattle's scenic waterfront.

**In addition to the salary posted above, this position is currently receiving an additional 5% premium pay due to the position being in King County.

The Washington State Housing Finance Commission (WSHFC) is currently recruiting for a full-time, permanent I.T. Project Manager in the Information Technology Division.

The Information Technology Division at the Washington State Housing Finance Commission works to support the commission staff to accomplish the commission's goals and objectives. This position is one of ten positions within the Information Technology Division and is responsible for all Commission systems that store and manage the Commission's data. This position is one of five positions within the Information Technology Data Management unit responsible for maintaining the Commission's data systems.

This position serves as an I.T. Project Manager for agency IT projects managed out of the IT Division. This position performs full-scope project management for a variety of high-visibility, high risk, and high impact IT projects that impact the entire WSHFC enterprise. This position provides technical and organizational leadership around project management and leads strategic initiatives to integrate new technologies with existing enterprise technologies. This position requires significant interaction with IT and agency Executive Leadership and is responsible for the delivery of assigned projects within defined project scope, schedule, and budget.

The duty station for this position is Seattle, WA. The work associated with this position will be performed through a combination of teleworking and complemented with on-site work and meetings as needed. Employees are required to work in the Seattle office at least once a week and may need to come in more frequently based on Division needs. Employees must reside in Washington state and within a reasonable distance of our worksite to respond to workplace reporting requirements.

Who we are:

The Commission is a market-driven and self-supporting agency created to provide below-market rate financing for building, purchasing, or preserving affordable housing and nonprofit capital facilities. The Commission functions as a financing conduit between developers, lenders, first-time home buyers, real estate professionals, and nonprofit organizations to provide affordable financing for homes, rental housing, civic and social services facilities, energy conservation projects and first-time farmers and ranchers.

We believe that creating a diverse, inclusive, and equitable environment is important and vital to the success of the Commission. We believe in working together to create an environment free from harassment and

discrimination and moving beyond simple tolerance to embracing and celebrating the rich dimensions of diversity contained within each individual.

Principal Responsibilities:

- Lead the entire lifecycle of the Commission's I.T. projects to drive successful business system implementations and impactful process transformations.
- Oversee project governance, managing budgeting, scheduling, resource allocation, risk mitigation, and change control.
- Ensure project progress is transparently tracked and regularly reported to key sponsors and interested parties.
- Define clear project scopes, goals, and deliverables in close collaboration with project teams and sponsors.
- Serve as the primary, trusted point of contact for all project-related queries, updates, and escalations.
- Establish, maintain, and continuously refine I.T. project management policies and procedures that align with the Commission's governance and industry best practices.
- Direct the planning, execution, and delivery of major Division I.T. projects, including complex implementations, upgrades, and integrations.
- Spearhead improvements in the Commission's I.T. project management practice to create consistent processes aligned with evolving business needs.
- Provide continuous mentorship and guidance to empower high-performing project team members.
- Present compelling, regular updates to executive management and interested parties regarding overall program progress, emerging risks, and critical milestones.
- Work on additional special projects throughout the year as identified by management and perform other duties as assigned.

We are most interested in candidates who meet or exceed the following criteria:

- Extensive, progressive professional background showcasing advanced expertise in leading complex, enterprise-level information technology initiatives, strategic system implementations, and high-stakes program management, equating to advanced senior-level proficiency in the field.
- Demonstrated skill leading the full project management lifecycle for complex, high-visibility enterprise I.T. initiatives from inception to successful delivery.
- Extensive experience establishing project governance, including budgeting, scheduling, resource allocation, risk mitigation, and change control.
- Proven ability to analyze user and business requirements to translate complex needs into structured project plans and actionable deliverables.
- Comprehensive knowledge of software development and system implementation methodologies across diverse technology platforms.
- Proven ability to provide effective stakeholder management, customer service, and technical leadership for agency-wide projects.
- Ability to Take Action to Learn and Grow: Candidates who are curious about themselves and others, take responsibility for knowing their own strengths and weaknesses, and use that learning to make government programs more efficient and effective to serve all Washingtonians. This includes staying current on new solutions and adapting to a changing IT environment to meet the Commission's needs.
- Ability to Take Action to Meet the Needs of Others: Candidates who are flexible, adaptable, and customer-service focused, demonstrating a willingness to empathetically respond to the unique needs of colleagues and the public. This includes collaborating across the Commission to overcome challenges, find solutions, and adapt communication styles to different communities and individuals.

Preferred/Desired:

- Bachelor's degree in computer science, management information systems, business administration or closely related field.
- Experience with Smartsheet

A combination of skills, abilities, experience, and education may be substituted to demonstrate that you are qualified for this position. If you don't meet all the qualifications, we still encourage you to apply. We value diverse experiences and perspectives, and you may have skills that are a great match for our team

Benefits:

We offer a generous benefits package that includes a full array of family medical, dental, life and long-term disability insurance coverage; a state retirement plan; deferred compensation; 12 paid holidays; paid vacation, sick and military leave; subsidized bus, train, or ferry passes; credit union memberships; alternate workweek schedules, and telecommuting.

The **hiring range** for this position is **$8,275** to **$9,366** Monthly. However, the full salary range for this position is $8,275 to $11,134 Monthly. We may go higher based on the following: experience, internal equity, and market. Salary is negotiable

Application Procedures:

Applicants who meet the qualifications are asked to submit **all** the following items to be considered for this position:

- Completed NEOGOV online application: https://www.governmentjobs.com/careers/washington/jobs/5515449/i-t-project-manager
- Cover letter describing how your skills and experience align with the stated job responsibilities and qualifications.
- List of three or more professional references. (all references must be current and/or former supervisor/managers)
- Current resume indicating relevant experience, knowledge, skills, and education.

Web Site: http://www.wshfc.org.

Applicants are encouraged to apply as soon as possible. The recruitment process will be open until filled. First review of applications is November 2nd, 2026.

Please include your name and pronouns in your application to ensure we address you appropriately throughout the application process.

To qualify and receive veteran's preference, you must attach a copy of the discharge, DD214 or NGB Form 22, with your application materials.

By submitting the application materials, you are indicating that all information is true and correct to the best of your knowledge. You understand that the Housing Finance Commission may verify information and that untruthful or misleading information is cause for removal from the applicant pool or dismissal if employed. Only those individuals who clearly demonstrate the stated qualifications will be considered.

The Washington State Housing Finance Commission is committed to providing equal employment, job assignments and promotional opportunities to all qualified applicants and employees. We strive to create a working environment that includes and respects cultural, racial, ethnic, sexual orientation and gender identity diversity. We are committed to providing reasonable accommodation to all staff as needed. Women, black, Indigenous and people of color, persons with disabilities, persons over 40 years of age, all honorably discharged veterans and people of all sexual orientations and gender identities are encouraged to apply. Persons needing accommodation in the application process or this announcement in an alternative format may contact the WSHFC Recruiting Team at Christopher.vasquez@wshfc.org or at (206) 287-4439.