

Project Manager

Responsibilities for Project Manager

- ➔ Determine and define the development of a well-defined project plans and effectively work towards the delivery by maximizing benefits and minimizing the risk.
- ➔ Assesses the impact on the benefit realisation for the programme and takes action to minimise impact, actively challenging and removing obstacles.
- ➔ Works closely with delivery partners on planning, design and estimating, bringing together delivery partner teams; actively managing dependencies
- ➔ Plans and manages the implementation of the change, to ensure business benefits are realised and that the transition from current state to target state is smooth. Ensuring that the organisation and other change audiences are ready, willing and able to function in the new business environment
- ➔ Maintains project change control, ensuring any changes to baseline are managed through change request and all impacts are considered
- ➔ Defines high level responsibilities and objectives for project and programme teams
- ➔ Predict resources needed to reach objectives and manage resources in an effective and efficient manner
- ➔ Prepare budget based on scope of work and resource requirements
- ➔ Track project costs in order to meet budget
- ➔ Develop and manage a detailed project schedule and work plan
- ➔ Provide project updates on a consistent basis to various stakeholders about strategy, adjustments, and progress
- ➔ Manage contracts with vendors and suppliers by assigning tasks and communicating expected deliverables
- ➔ Utilize industry best practices, techniques, and standards throughout entire project execution
- ➔ Monitor progress and make adjustments as needed
- ➔ Measure project performance to identify areas for improvement

Qualifications

- ➔ Bachelor's degree in computer science, business, or a related field
- ➔ 8 years of project management and related experience in Financial Services sector
- ➔ Project Management Professional (PMP) certification preferred
- ➔ Proven ability to solve problems creatively
- ➔ Strong familiarity with project management software tools, methodologies, and best practices
- ➔ Experience seeing projects through the full life cycle
- ➔ Excellent analytical skills
- ➔ Strong interpersonal skills and extremely resourceful
- ➔ Proven ability to complete projects according to outlined scope, budget, and timeline