



Project Manager

PM-1218

Are you an experienced project manager? Do you have great organizational skills? Are you looking to make the next step in your career and work in a respectful, multinational and friendly environment? We have the perfect opportunity for you.

Responsibilities

- Communication with all relevant internal and external stakeholders in a professional manner
- Coordinate with internal departments and vendors for flawless execution of projects
- Manage client expectations regarding project delivery
- Develop detailed project plans to monitor and track progress
- Maintain project profitability, anticipate and mitigate potential risks
- Perform risk management assessments to minimize project risks
- Anticipate and manage changes to project scopes, schedules and costs
- Measure project performance using appropriate tools and techniques
- Report and escalate issues to management as needed
- Participate in any relevant audits and immediately address any open project related CAPAs
- Organize and complete all documents according to the company document management system
- Use company databases, systems and any other IT tools applicable for the job
- Identify gaps and areas for improvement and lead remedial actions and initiatives
- Participate at industry events and training when required
- Adhere to all other company processes and systems

Requirements

- A Bachelor's degree in Project management, Economics, Business Management or a related field
- A minimum of 1-3 years' experience working in the same or a similar position in project management
- Excellent written and spoken English

The ideal candidate has/is

- Great project management skills; excellent communication skill both oral and written, analytical skills; strong attention to details, strategic planning skills; capable of managing multiple projects and complex timelines; able to work in a multi-cultural environment; customer focused; innovative solution finding skills; able to inspire and set an example to junior members of the team
- The following personal qualities: detail-oriented, proactive, a problem-solver, results-driven, good time management, a positive can do - will do attitude