

## Project Manager

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Company: Testronic

Location: Poland

Category: business-and-financial-operations

The Project Manager role is a self-motivated, highly coordinated position on the front line of our Ops management team. As a Project Manager, you'll play a central role in planning, reporting on, and delivering projects to our clients. Reporting to the European Program Director, you'll be required to build outstanding relationships with both your clients and team leads, establishing KPI's, schedules, and managing & mitigating risks for your teams and projects.

You'll be required to work independently, with little input or guidance from management; taking full ownership and responsibility of your clients and projects, think critically about the needs and desires of your client and teams and proactively addressing their needs; all whilst ensuring your projects stay on time and within budget.

### **Key responsibilities**

Assume full operational ownership of assigned clients and drive their projects to success.

Proactively anticipate client requirements and meet them whenever appropriate.

Manage and Communicate Risks and Issues using established processes, ensuring business is informed and appropriately risk ready.

Ensure core business process and strategies are implemented as accurately as possible.

Take appropriate action and devise improvement strategies on assigned projects.

Take ownership of assigned internal & external KPI's are being achieved.

Identify improvements and escalate issues related to internal or external test strategy and processes to QA Managers.

Provide Mentorship to teams, ensuring growth and personal development of assigned structures.

Oversee and manage performance of assigned structure(s).

Ensure HR policies and guidelines are being met and adhered to.

Ensure worktime tracking of assigned team members is correct and adjust any errors as necessary.

Providing mentorship and support to assigned team members, ensuring defined goals and areas of improvement are appropriately communicated.

Manage assigned Project Gross Margins, ensuring team distribution and staff allocation remains within budget.

Determining candidates for promotion and salary increases, ensuring increases stay within financial targets.

Take appropriate action based on negative trends identified in CSAT Surveys.

Adhere to company security procedures and escalate perceived breaches to supervisor.

## **Requirements**

Demonstrated track record of at least 5 years in Project Management.

Proficiency in managing financial aspects including tracking costs and analyzing financial data.

Thorough understanding of financial principles, encompassing revenue, margins, and related considerations.

Proficient in utilizing metrics and data to substantiate requests and decisions.

Demonstrated enthusiasm for data, KPIs, and metrics.

Ability to articulate rationale and justification for proposals effectively.

Aptitude in resolving client inquiries adeptly and diplomatically.

Strong capability to manage multiple tasks efficiently under pressure and within specified deadlines.

Skilled in developing client-facing presentations.

Proficiency in recognizing opportunities for upselling additional services or identifying new projects.

Proven ability to foster and nurture relationships with both prospective and existing clients.

Competency in standard business software applications, such as Microsoft Office suite.

Self-reliant in time management with a willingness to work flexible hours as needed.

Capable of representing company interests professionally in various settings.

Outstanding written and verbal communication skills in English.

### **Benefits**

International and multicultural environment.

Independence and growth possibilities.

Friendly and open-minded teams.

Informal and casual environment, far from corporate standards.

Remote work.

Full-time contract, Multisport sport, medical healthcare.

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