

# Project Manager



Empowered Systems is a leading provider of audit, risk and compliance solutions with an expansive global customer base. To accommodate the needs of our growing organization, we are looking for a highly skilled Project Manager.

The Project Manager will be responsible for overseeing the delivery of consulting services to customers worldwide as part of the Professional Services organization.

The starting salary for the role will be market competitive plus bonus with a comprehensive benefits package and work from home flexibility.

## Responsibilities

Oversees the delivery of consulting services to customers worldwide with the ability to manage multiple simultaneously scheduled projects.

Provides full life cycle project management for implementations of software applications and consulting services by:

- Performing delivery planning including project scope, plan and schedule for assigned projects
- Managing project requirements, scope, and change management requests
- Ensuring all project tasks and deliverables are delivered within the specified time frames and within the established quality standards while staying within the agreed budget
- Organizing and leading project status and working meetings
- Preparing and distributing progress reports
- Managing stakeholder communications
- Managing risks and issues including mitigation and de-escalation plans

Oversees project resourcing by:

- Supporting the Lead Business Consultants in managing customer expectations for project deliverables
- Driving coordination between cross-functional and cross-regional project teams in the AMERS, EMEA and APAC regions

Manages client relationship by:

- Serving as the primary point of contact and client interface for all projects assigned
- Developing strong relationships and managing client expectations
- Assisting clients in the decision making and planning for implementing a GRC software solution such as Model Risk, Operational Risk, Compliance, Audit and Regulatory Change Management modules

Owens reporting to Empowered Systems Professional Services Leadership via:

- Creating regular weekly Project Status Reports, which include financial and resource burn rates and projections within identified periods, as well as any key risks and issues
- Forecasting the required hours of the project team for the entire project duration, with the applicable forecasted revenue

- Reviewing and approving project timesheets and client invoices

Enhances capabilities of the Professional Services organization through championing ongoing process improvement initiatives to implement best practices for Agile Project Management.

## Skills and Qualifications

- Strong foundational understanding of software development life cycle models as well as expert knowledge of both Agile and traditional project management principles and practices
- Experience running multiple projects concurrently and providing status reporting to leadership
- Excellent written and verbal communication skills
- Ability to work collaboratively with both internal team members and external clients to ensure client projects are successfully met on time and within budget
- Confident and proactive personality who can meet the demands of this hands-on role
- Detail oriented and quality driven to be proud of their own work
- Excellent problem solver with the ability to prioritize multiple tasks/projects at one time
- Strong leadership capabilities
- Prince2 Practitioner / PMP Certification or similar PM qualifications desirable
- 1 – 3 years of project management experience and proven ability to meet budget and timeline constraints
- Proficient in MS Project and MS Excel

## Location

- Remote with ability to travel to London office on an as needed basis