

We are a technology recruitment partner focused on search and selection of IT experts internationally. Currently, we are looking for an accomplished experts for the role of Project Manager . We offer a rewarding and exciting professional experience and opportunity to develop your career in a highly competitive international environment.



Project Manager

Location: Warsaw, Poland

Role Purpose:

This is an exciting opportunity to join Global Digital Technology team based in Warsaw. Agile Project Manager is responsible for planning, leading, organizing, and motivating agile project teams to achieve a high level of performance and quality in delivering agile projects that provide exceptional business value to users. You will be responsible for managing several concurrent high visibility projects using agile methods in a fast-paced environment that may cross multiple business divisions.

Scope:

- ◆ Working closely with Product Manager to deliver a product roadmap for CMS platforms.
- ◆ Managing end to end project delivery, making projects run smoothly and precisely, prioritising needs quickly and correctly to push projects through to a seamless completion
- ◆ Manage overall communication with stakeholders on projects progress, delivery reporting, ensuring alignment between interdependent projects and key business dates
- ◆ Bring together project requirements from a diverse group of clients and stakeholder teams
- ◆ Review technical specifications to ensure they meet functional requirements
- ◆ Write and prioritize user stories and functional specifications for new sprints
- ◆ Develop workflows for upcoming sprints
- ◆ Work alongside a product manager and development leads to set up developer team sprints and manage developer/resource allocation across each sprint
- ◆ Help maintain the project backlog
- ◆ Manage bug reporting and help prioritize bug fixes that need to interrupt a given sprint
- ◆ Maintain awareness of emerging technologies, marketing content ecosystems and mobile apps

Accountabilities:

- ◆ Ability to manage own work streams and demonstrable experience of PM structured methods
- ◆ Creating user guides and training materials and providing training where necessary.
- ◆ Making technical projects run smoothly and precisely
- ◆ Do you enjoy the responsibility of communicating the complex priorities of a project to diverse teams and stakeholders?
- ◆ Can you motivate teams to follow through on your plans; are you diplomatic and good at gaining consensus?
- ◆ Are you hyper-aware of the intricacies and details of a technical project – can you prioritize needs quickly and correctly to push projects through to a seamless completion?
- ◆ Keeping Technology, Programme and Product Management well informed of the status of development requirements, scope and project risks, and delays.
- ◆ Being first point of contact for all stakeholders for updates to the Website CMS projects.



Skills & Experience required:

- ◆ Strong communication skills and the ability to build relationships across regions and cultures to establish a network.
- ◆ Excellent organizational skills to ensure that the proper systems and processes are developed and implemented perfectly and on time to meet client requirements
- ◆ Working knowledge of traditional and Agile development methodologies and how/when to apply them
- ◆ Being able to investigate and analyse information and draw conclusions.
- ◆ Working knowledge of Agile software development methodology.
- ◆ Ability to deliver work to strict deadlines.
- ◆ Comfortable working in a fast paced, lean and deadline driven organisation.
- ◆ Ability to work under pressure and to ask for support when required.
- ◆ Familiar with a variety of web CMS platforms.

Offer:

- ◆ Challenging and innovative global projects.
- ◆ Fresh fruits every day.
- ◆ Flexible work hours.
- ◆ Competitive salary.

Interested candidates should send their resume (CV) to **magdalena.wielgos@itpuzzle.com.pl** with „Project Manager ” in the subject line.