



## IT Project Manager (JLPT N2 level)

**Global IT Professional Service Provider**

### Job Information

#### Hiring Company

Avensys Consulting Pte Ltd

#### Job ID

1462356

#### Industry

Internet, Web Services

#### Job Type

Permanent Full-time

#### Location

Japan

#### Salary

Negotiable, based on experience

#### Refreshed

August 1st, 2024 08:00

### General Requirements

#### Minimum Experience Level

Over 6 years

#### Career Level

Mid Career

#### Minimum English Level

Business Level

#### Minimum Japanese Level

Fluent

#### Minimum Education Level

Bachelor's Degree

#### Visa Status

Permission to work in Japan required

### Job Description

**Avensys** is a reputed global IT professional services company headquartered in Singapore. Our service spectrum includes enterprise solution consulting, business intelligence, business process automation and managed services. Given our decade of success we have evolved to become one of the top trusted providers in Singapore and service a client base across banking and financial services, insurance, information technology, healthcare, retail and supply chain.

We are currently looking to hire an **IT Project Manager** who is has proven track record in the IT field. This is an exciting opportunity to expand your skill set, achieve job satisfaction and work-life balance.

### Job Overview

The Project Manager's role is to manage all aspects of projects over the entire project life. This includes acquiring resources and coordinating the efforts of team members and third-party contractors or consultants to deliver projects according to plan. The Sr. Project Manager will also define the project's objectives and oversee quality control throughout its life cycle. You

should have an experience in Agile project and software management, have a technical aptitude, and have experience working for a software or infrastructure company or doing software or infrastructure implementations. Experience working with developers, scrum teams, organizing requirement gathering via documentation, process flows, user stories, and identifying capital and resource requirements for major IT projects.

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## Required Skills

### BASIC JOB QUALIFICATIONS:

- 6-9 years work experience in project management, including all aspects of process development and execution
- Project management experience with strong technical engineer background for Contact Center Solutions, software development, infrastructure products delivery and/or cloud solution vendor is required
- Experience in Agile Project and Software life cycle management
- Japanese Language: Fluent (JLPT N2 level)
- English Language: Business-level English

### TECHNICAL/SOFT SKILLS REQUIREMENT:

- The ability to effectively prioritize and execute tasks in a high-pressure environment is crucial.
  - Can conform to shifting priorities, demands, and timelines through analytical and problem-solving capabilities.
  - Ability to motivate others for project execution
  - Excellent conflict management skills and ability to anticipate conflict amongst team members
  - Define project scope, goals and deliverables that support business goals in collaboration with senior management and stakeholders.
  - Create and manage project plans including scrum meetings according to Agile Development methodologies when applicable.
  - Create cost/benefit analyses in support of corporate projects, while providing methods for management to assess the financial impact of a decision to the bottom line.
  - Work with business units to define and document project scope, requirements, timelines, expectations
  - Effectively communicate project expectations to team members and stakeholders in a timely and clear fashion. Liaise with project stakeholders including executives on an ongoing basis.
  - Manage project priority conflicts and report any issues affecting overall project delivery.
  - Work as a key interface point for business stakeholders, project submitters, and the development team to identify, discuss, and resolve any issues related to functional system delivery.
  - Communicate project status to stake holders and executives.
  - Manage and resolve potential conflicts with other units to management for evaluation.
  - Identify and manage project dependencies and critical path.
  - Develop and deliver progress reports, proposals, requirements documentation, and presentations.
  - Determine the frequency and content and deliver status reports from the project team, analyze results, and troubleshoot problem areas.
  - Proactively manage changes in project scope, identify potential crises, and devise contingency plans.
  - Define project success criteria and disseminate them to involved parties throughout project life cycle.
  - Learn company's products and teams to allow for easier understanding in the projects managed.
  - Communicate in an effective and professional way with customers in and outside of company's including executives
  - Develop processes and procedures for reporting to management the results of implemented projects for evaluation.
  - Can conform to shifting priorities, demands and timelines through analytical and problem-solving capabilities.
  - Ability to bring complex project to successful completion through political sensitivity.
  - Adept at conducting research into project-related issues and products.
  - Ability to effectively prioritize and execute tasks in a high-pressure environment is crucial.
  - Identify and analyze risks, devise and implement mitigation method
  - Facilitate large groups to ensure relevant input and successful conflict management
  - Work with multiple vendors
  - Manage large complex projects
  - Multiple work stream, systems, cross functional teams, stakeholders and business units
  - Ability to perform BA tasks and analysis
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## Company Description