



Bilingual PMO

Bilingual PMO at global FMCG company!

募集職種

人材紹介会社
株式会社PROGRE

採用企業名
International FMCG company

求人ID
1486821

業種
日用品・化粧品

会社の種類
大手企業 (300名を超える従業員数) - 外資系企業

外国人の割合
外国人 多数

雇用形態
派遣

勤務地
東京都 23区

給与
700万円 ~ 900万円

更新日
2024年07月19日 10:03

応募必要条件

職務経験
6年以上

キャリアレベル
中途経験者レベル

英語レベル
ビジネス会話レベル (英語使用比率: 常時英語)

日本語レベル
ビジネス会話レベル

最終学歴
高等学校卒

現在のビザ
日本での就労許可が必要です

募集要項

【Responsibilities】

- Implement project management, change management, service management methodologies, and usability practices using established solutions, applications, and best practices to ensure compliance with standards.
- Facilitate communication and coordination to ensure project success, regularly providing project status reports and other relevant information to stakeholders and senior management.

- Anticipate and mobilize cross-functional resources as needed (including procurement, legal, technology, finance, third-party suppliers, and consultants).
 - Execute projects within the agreed-upon scope, budget, resources, and timelines.
 - Take steps to enhance quality and reduce risk in projects, managing scope changes and expectations through risk analyses, impact assessments, needs assessments, financial analyses, requirements sign-off, test planning and execution, contingency planning, and deployment strategies.
 - Develop and distribute high-quality project documentation to all relevant parties, including project plans and schedules, project charters, communication plans, requirements documents, design documents, deployment plans, test plans, maintenance transition plans, and closing reports.
 - Coordinate, oversee, and influence project stakeholders across various functions and management levels.
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スキル・資格

【Skills Required】

- 10+ years of professional experience, including a minimum of 5 years in project management.
- Certified in PMP and/or Scrum.
- Proven ability to lead and take ownership of major projects.
- Experience in project coordination.
- Background in transformation projects, including the design and execution of change within sales, marketing, or company contexts.
- Experienced in working within multinational and multicultural companies.
- Direct experience collaborating with business stakeholders.
- Proficient in Microsoft Office products (Excel, PowerPoint, Word, Outlook) with experience in creating management-level analyses and visualizations.

Language proficiency required:

English: Fluent or native level.

Japanese: Business level or higher.

会社説明