

ROLE DESCRIPTION – PROJECT MANAGER

Role Title:	Project Manager
Reports to:	Chief Operations Officer (COO) of Computaris Ltd
Department:	Delivery
Starting date:	As soon as possible
Main purpose of the role:	The Project Manager is a technical manager for software development projects
Goals	<ol style="list-style-type: none"> 1. Deliver quality software development projects on time and on budget 2. Maintain excellent relations with customers and deliver customer satisfaction 3. Motivate developers by efficient organisation of projects allocating tasks in a transparent and appropriate way, delivering employee satisfaction
Objectives	<ol style="list-style-type: none"> 1. No project more than 20% over budget // on average projects completed within budget+3% (measured using time reporting system) 2. Customer reports all projects as at least satisfactory and 80% of projects as good or excellent (measured by customer feedback) 3. Employee retention averages in excess of 18 months
Duties & Responsibilities	<ol style="list-style-type: none"> 1. Resource Planning – of a subset of total resources allocated by Development Director. 2. Project management – of projects allocated by Development Director 3. Allocate resources to create technical specifications, test specifications, designs and other documentation. Review these documents. 4. Allocate and manage resources for implementation and testing, maintaining a project plan. 5. Liaise with customer and COO about status and progress of projects, provide regular reports. 6. Manage solution of difficult technical problems 7. Attend project meetings (telephone and in person) internally, offsite and onsite with customer 8. Ensure that defects and non conformities are reported and resolved according to the management procedures 9. Ensure that the company's management procedures are followed 10. Assist in the continuous improvement of the

Signed and dated by:

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Employee

Employer

	management procedures
Contacts	Customer's project manager Subordinates: Software Engineers and Senior Software Engineers, Team Leaders and Project Experts Peers: System Architects Superior: Chief Operations Officer
Requirements	<ul style="list-style-type: none"> • A good university degree in Computer Science or a related discipline. • Minimum 5 years full-time working experience in an IT company after completing your degree. • Experience with software development in Java, C/C++, Oracle and Unix. • Experience with high performance systems and computer communications protocols. • Experience with systematic software development methodologies. • Excellent written and spoken English. • Highly motivated and ability to work in small teams. • Ability to work under pressure and to strict deadlines • Experience with contact to customers. • Knowledge of mobile telecoms
Personality profile	Young, dynamic, self-motivated, initiative, flexible, team player, intelligent, customer friendly, systematic, hard worker
Gender	Male / Female
Company offers	<ul style="list-style-type: none"> • Excellent remuneration • Flexible working environment • International environment • Work in a young and dynamic team.

End of - ROLE DESCRIPTION

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Employee

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