

Project Management Vacancies Globally and in Greece

Global PM positions

ICT Project Manager Komatsu

[Komatsu736 reviews](#) - Rolling Meadows, IL

<https://www.indeed.com/q-Ict-Project-Manager-jobs.html?vjk=ffe1b86708b9ec23>

Komatsu is an indispensable partner to the construction, mining, industrial and forestry industries that maximizes value for customers through innovative solutions. With a full line of products supported by our advanced IoT technologies, regional distribution channels and a global service network, we help customers safely and sustainably optimize their operations. Our Komatsu, P&H, Joy, Montabert, Modular Mining Systems, Hensley Industries, NTC and Gigaphoton equipment and services are used to extract fundamental minerals and develop modern infrastructure.

Job Overview

The primary purpose of this position is to plan and manage the delivery of business systems solutions in support of business objectives and ongoing operations. This includes project planning, estimating, execution, tracking, implementation and ongoing support. Individual will work closely with Senior Business Owners, Program Portfolio Management Office, and vendors in defining systems/project benefits, scope, approach, resource requirements, timing deliverables and funding. Position will provide leadership and direction to project teams throughout the full lifecycle of the project.

Scope

This position will be responsible for managing projects ranging from \$250,000 to \$4,000,000 with duration of 3 months to 1 year. Will be expected to manage 1 large project, 1-3 medium projects or 3-6 smaller projects.

Key Job Responsibilities

- Creates and executes project work plans, and revises as appropriate to meet changing business requirements
- Uses knowledge and expertise of IT & business process to identify opportunities for solving business problems and improving business results
- Effectively communicates relevant project information to Program Portfolio Management Office, Project Sponsor, IT Management and other Stakeholders
- Works with Program Portfolio Management Office Director in developing mission, strategic direction and role of Program Portfolio Management Office
- Leads a team of internal developers and/or 3rd party consultants to cost effectively implement and deliver technology & business solutions.
- Manages day-to-day operational aspects of project (scope, schedule, budget, & resources). Evaluates and minimizes risks to project.

- Advocates the advantages of Project Management principles and practices throughout the organization
- Effectively applies Komatsu's methodologies and enforces project standards
- Communicates comfortably with executives, and is able to influence and persuade others
- Maintains current knowledge of industry trends, developments, and best practices - recommends more efficient methods of operations and project delivery.

Qualifications/Requirements

- Undergraduate degree is required, project management certification preferred.
- 5-8 years of project management & business analyst experience. Ability to manage 3-6 small projects, 2 – 3 medium projects, or 1 large project.
- Experience leading teams and project budgets ranging from \$250K to \$4 million across multiple functions within the enterprise. Managed at least two full lifecycle projects. Manufacturing industry knowledge preferred.
- Must be detail oriented, results focused, possess effective written and verbal communication skills, and be able to support change management initiatives.
- Extensive knowledge of PM and SDLC disciplines and standards. Strong business process skills required. Must be proficient in MS Project.
- Must have excellent and persuasive oral and written communication skills. Must be capable of creating clear and effective presentations, and/or meetings with clients, peers, and management.
- Physical Requirements: While performing the duties of this job, the associate is required to have ordinary ambulatory skills sufficient to visit other locations; and the ability to stand, walk, stoop, kneel, crouch, and manipulate (lift, carry, move) light to medium weights of 1-10 pounds.
- Requires good hand-eye coordination, arm, hand and finger dexterity, including ability to grasp, and visual acuity to use a keyboard, operate equipment and read application information. The associate frequently is required to sit, reach with hands and arms, talk and hear.

Additional Information

We are an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status.

[Project Manager CitiFour](#)

CitiFour - Alpharetta, GA

The primary responsibility of this role is managing technology projects' activities. The Project Manager has to support and coordination with various technical teams to better manage project defined KPIs. The Infrastructure Project Manager is accountable for planning and delivering medium size ICT & ELV Infrastructure projects to the timescales and budget agreed with the customer, using PMI or Prince Tools project management standards and processes. PM is to provide effective leadership to assigned project staff and spend time coaching, developing, and supervising staff on a part-time basis to ensure successful delivery.

Job Description

Oversee companies' project management strategy, training, communication, project management processes & tools development.

Support projects initiatives, including identifying and analyzing preliminary business needs, budget considerations, time and resource estimates, and endorse the project scope and objectives.

Develop PM plans for various projects in coordination with sales & technical departments, define projects scopes, objectives, and other control elements of the projects to ensure resources are utilized appropriately, and projects deliveries to the highest quality standards & within budget.

Prepare job & role descriptions, identify PM staffing needs, provide general direction, assign specific tasks and responsibilities, evaluate and mentor role based project managers & staff within PMO department.

Prepare and maintain project quality and risk plans and tracking progress against the plans, providing regular progress reports to the management, customer and steering groups as appropriate.

Estimating project costs, timescales and resource requirements in relation to agreed terms of reference.

Monitor costs, timescales and resources used and taking action where these deviate from plan.

Managing a change control process in relation to the project. Gain agreement for revisions to the scope from project sponsors, and ensure projects continue to meet business objectives.

Evaluating and making recommendations/decisions on technical options as appropriate.

Participating in the development of IT infrastructure standards, methods, guidelines, techniques, tools and control structures, particularly in the area of IT project management.

Supports team members to deliver successfully through proactive and reactive handling of issues. Ensures compliance with project standards, processes, and controls.

Coordinate various elements within PMO operations such as governance preparation, reporting, measuring project effectiveness and supporting project set up and closing activities.

Supports in the maintenance of effective PMO program/ project tools to aid in process standardization (project reviews, reports, templates, knowledge management, etc.).

Pro-actively manage and lead in all stages of projects development including Initiation, Planning, Study, Design & Test, Operate and Closure.

Compiles project status reports, coordinates project schedules, manages project meetings, and identifies and resolves technical problems.

Assist PMO manager in creating project portfolio metrics reports & dashboards for ICT.

Assists to maintain central repository DBs of projects information and tools.

Required Skills

Bachelor's Degree in Computer Science, Engineering or Information Technology

A minimum of 7 years' experience in working in ICT & ELV fields. Post-Graduate degree preferred.

Good Knowledge and exposure to ICT & ELV (Extra Low Voltage) Vendors Portfolio

Ability to understand ICT and ELV specifications & design schematics

PMP or Prince Project Management Certification is a must

A minimum of 7 years working experience in ICT Project Management

PM Vacancies in Greece

(<https://gr.indeed.com/>)

SW Project Manager, Unisystems

[Unisystems](#)

Do you feel comfortable to be in charge of big ICT projects for international exposed clients? In case you have passion to meet strict deadlines and cooperate close to sw tech teams along with travelling abroad, then learn about our new opportunity.

We are looking for an IT Software Project Manager who will be part of our International Business Unit and among his/her responsibilities include to:

- Full responsibility for the delivery of the framework contracts according to the contract objectives (quality, financial, time, etc.)
- Lead the contract delivery, and effectively coordinate the project teams towards the delivery goals
- To advise the Contracting Authority on business and IT organization within the context of an IT project.
- To perform detailed project & quality planning based on best practices (e.g. PRINCE2).
- To elaborate project planning and governance.
- To present ideas, concepts and alternative solutions generating added value to the project and the business in general.
- To co-ordinate the delivery of the final and intermediate deliverables, to ensure quality reviews on these deliverables and to formulate recommendations on the most efficient execution of the tasks.
- Facilitation of workshops.
- Participate in functional working groups and progress meetings.
- Monitor costs, timescales and resources used, and take action where these deviate from agreed tolerances. Ensure that delivered systems are implemented within these criteria.
- Manage change in the scope and technology landscape of the project, facilitating agreement for revisions to the project between project stakeholders.
- Ensure that contract's deliverables meet quality standards and project requirements
- Communicate effectively with all the contract stakeholders during the lifecycle of the contracts
- Develop best practices for improving the contract performance. Seek and obtain efficiencies at the delivery of the contracts at various levels
- Take overall responsibility for all the risks and resolve any issues ensuring the contract successful outcome
- Act as a service manager in various international contracts working according to the ITIL guidelines
- Report on the contract performance to selected internal and external stakeholders
- Establish strong and trusted relationships with the customers
- Work closely with the contract support officers during the delivery of the contracts

Qualifications

- University Degree in Computer Science / Information Technology
 - A minimum of 4 years' experience on the range of the aforementioned responsibilities
 - Effective leadership, interpersonal and communication skills
 - Strong experience on managing complex software projects.
 - Proven knowledge of software development methodologies (e.g. RUP, SCRUM, Agile, etc.)
 - Ability to command respect and to create a sense of community amongst the members of the project teams
 - Excellent communication skills: written, verbal, presentation
 - Relevant professional qualifications (e.g. PRINCE2, ITIL, MSP, Lean Six Sigma) are highly desirable with one of them mandatory
 - Excellent use of the Greek and English language (verbal & written). French shall be considered an asset
 - Ability to analyze complex information and generate reports
 - Ability to act as a business architect to the customers combining business and technical knowledge to facilitate change
 - Ability to interface effectively with users, technical staff and to give presentations to senior management.
 - Good understanding of the procurement process including negotiation with third parties
 - Organized, methodical, team player and able to prioritize and delegate workload
 - Ability to travel abroad for at least 20% of his/her time
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Project Manager - WIND

WIND Ελλάς, Αθήνα

In WIND we are committed to becoming an outstanding independent telecommunications company in the European market, delivering unique value for money services to our customers. Our ambitious commitment mobilizes us to keep evolving, to seek out new challenges and to change, without fear, in a creative and empowering environment! All these elements create a high performance culture, characterized by the passion, talent and competencies of our employees.

We see each new colleague as a unique team member and a major investment for our company's future, and now we are looking for a talented and highly-motivated **“Project Manager”** to join a team of bright professionals.

Main Tasks:

- Lead execution of projects and coordinate multi-functional project teams
- Conduct different types of analysis and data analytics
- Conduct necessary analysis and develop strategic recommendations
- Monitor and challenge project teams for potential issues
- Ensure quick issue resolution and escalation if necessary
- Communicate project progress and impact to top management
- Control project timeline and budgets
- Co-ordinate and support smooth collaboration across company functions
- Support business development projects with third parties

Requirements

- University degree in Telecoms, Business Administration or Marketing
- Master's degree in one of the above fields will be considered a plus.
- 2-4 years work experience in a similar role, preferably in telecoms
- Excellent command of the English language and excellent PC skills
- Strong business mindset and results orientation
- Presentation skills and teamwork

You are perfect if you also have:

- Experience in telecoms
- Project Management skills, efficiency and attention to detail

Junior Project Manager - ΕΥΡΩΠΑΪΚΗ ΠΙΣΤΗ

Χαλάνδρι

Ο κάτοχος της συγκεκριμένης θέσης θα διασφαλίζει την ομαλή διαδικασία πολλαπλών projects οργανώνοντας συναντήσεις, θέτοντας προτεραιότητες και παρακολουθώντας τις διαφορετικές ομάδες σε κάθε στάδιο αυτών. Επίσης, θα συνεργάζεται εσωτερικά με άλλα τμήματα, ώστε να ελέγχει ότι κάθε αίτημα συνοδεύεται με επιχειρησιακή ανάλυση. Τέλος, θα προετοιμάζει αναφορές με την πορεία των projects και τους ενδεχόμενους κινδύνους πάντα υπό την ευθύνη του PMO Manager.

Κύριες Υπευθυνότητες:

- Συμμετοχή σε όλο το φάσμα της πορείας των projects από τον σχεδιασμό, την ανάλυση, τις δοκιμές μέχρι την επιτυχημένη παράδοσή τους.
- Καταγραφή των αναγκών, των τεχνικών προδιαγραφών και των συστημικών απαιτήσεων για την σύνταξη της επιχειρησιακής ανάλυσης.
- Μετάφραση των επιχειρησιακών απαιτήσεων σε τεχνικές προδιαγραφές.
- Σύνταξη project plans και η συγκέντρωση των απαιτούμενων δικαιολογητικών.
- Συμμετοχή στην Επιτροπή Διαχείρισης Έργων, για την παρακολούθηση της πορείας των έργων.
- Διαχείριση των αιτημάτων που προέρχονται εσωτερικά από άλλα τμήματα.
- Σύνταξη αναφορών και προετοιμασία παρουσιάσεων για τα ενεργά projects.

Απαιτούμενα Προσόντα:

- Πτυχίο Α.Ε.Ι, κατεύθυνσης Πληροφορικής ή Διοίκησης Επιχειρήσεων. Τυχόν μεταπτυχιακός τίτλος θα θεωρηθεί πρόσθετο προσόν.
- Εμπειρία τουλάχιστον 2 ετών σε project management. Τυχόν εμπειρία σε ασφαλιστικό κλάδο ή σε financial services θα θεωρηθεί πρόσθετο προσόν.
- Γνώση της διάρκειας ζωής ανάπτυξης λογισμικού χρησιμοποιώντας ευέλικτες μεθοδολογίες.
- Άριστη γνώση της Ελληνικής και της Αγγλικής γλώσσας.
- Πολύ καλή γνώση MS Office, ειδικά σε MS Project και Visio.

- Πιστοποίηση σε Project Management Professional (PMP) θα θεωρηθεί πρόσθετο προσόν.
- Άριστη διαπραγματευτική και επικοινωνιακή ικανότητα.
- Εστίαση στη λεπτομέρεια, ικανότητα διαχείρισης χρόνου και εργασιών βάσει προθεσμιών προανατολισμένος πάντα στο αποτέλεσμα.
- Χαρακτήρας οργανωτικός, συνεπής, ευέλικτος.
- Εκπληρωμένες στρατιωτικές υποχρεώσεις για άνδρες υποψήφιους.

Η εταιρία μας προσφέρει ικανοποιητικό πακέτο αποδοχών, συμμετοχή στην ομαδική ασφάλιση και ευκαιρίες για επαγγελματική εξέλιξη σε ένα φιλικό, σύγχρονο και οργανωμένο περιβάλλον εργασίας.

Project Manager NRB

[NRB](#) – Αθήνα

This position is for a large project implementing extensive requirements and business processes in the scientific and regulation area.

The Project Manager performs a wide range of duties including the following:

- Be responsible in running projects on a day-to-day basis and producing the required products and results, to the required standards of quality and within the specified constraints of time and costs;
- Direct and motivate project teams as well as monitor their performance and activity; prioritise workloads/timelines for teams and budgets;
- Plan and monitor projects, prepare required project plans, manage risks, including the development of contingency plans, Issues and Dependency Logs;
- Collaborate and manage web designers, developers, solution architects and test teams;
- Be responsible for change control and any required configuration management;
- Identify opportunities for team development, conduct team meetings and problem resolution;
- Perform auditing and quality checking;
- Manage projects through the entire software development life-cycle (from the formulation of its Business Case to its final rollout to production);
- Communicate with users and identify their needs;
- Be able to translate the Business Requirements into actionable Work Plans.

The ideal candidate will be expected to possess the following:

- At least 6 years of proven experience and solid knowledge in the area of Project Management, proven track record in managing large scale IT projects in European Institutions;
- Experience in managing projects with PRINCE2 (Prince2 Certified is a requirement);
- Good knowledge of Agile s/w development methodologies;
- Ability managing (Java) Enterprise Projects (preferably prior experience as Solution Architect or System Analyst);
- Excellent writing skills – the individual will be required to produce professional reports;

- Ability to converse with people of differing technical expertise – a great balance of technical, commercial and people skills is required; ability to manage the client’s expectations;
- Understanding of the various stages of the testing and quality process;
- Ability to organize and prioritize tasks as well as plan and delegate responsibilities;
- Excellent communicational and organizational skills as well as sound judgement, and the ability to discern key issues and deal with them effectively;
- Ability to take initiatives, integrate in a team and monitor results and risks of IT projects;
- Excellent command of English both written and spoken;
- Flexibility for frequent travel and able to work in an international and multi-cultural environment.

Project Manager WITSIDE

WITSIDE – Αθήνα (<http://www.witside.com/en/>)

WITSIDE is one of the leading providers of Business intelligence, Data Analytics and Performance Management in Greece, Cyprus, Malta and Western Balkans.

Its core activity is to draw, select, process and make good use of data. Offering a holistic approach to data management across the enterprise.

We offer a flexible and exciting working environment and plenty of opportunities for you to grow as a professional and as an individual.

As part of our development, we are looking for a passionate Project Manager to join our Team. This position is responsible for the overall planning, management, and completion of customer implementation projects. The individual will work closely with Services team, identifying key resources and providing the direction they require to meet project objectives, while building positive long-term relationships with our customers.

This is a tactical and strategic position that directs all phases of project management. Ensures Projects are given necessary attention. Key functions include scoping projects, determining level of effort estimations and project category, setting expectations with the project team and the client, dealing with the implementation of Qlik and other software as well as providing reporting and analysis of projects.

The role requires both functional and technical knowledge as well as the ability to map customer business problems to reusable end-to-end business application and technology solutions.

Due to the continued growth, we are now recruiting a Project Manager in our professional services team in Athens.

The role entails:

- Ownership of the successful delivery project – ensuring client acceptance
- Contribution in developing, documenting and communicating business requirements for each project, with clarity of scope, objectives and expected outcomes.
- Direct all phases of project management, including schedule development, schedule enforcement, design management, risk and scope.
- Set expectations with clients, and the project team.
- Ensure that projects are completed on time

- Coordinates project meetings, develops and enforces schedules, tracks project progress and manages project reviews.

Requirements

- Bachelor's degree or higher – desirable if the degree is held in an IT related discipline.
- 3+ years' experience in IT project management
- Previous experience working with BI and/or Data Analytics solutions
- Strong leadership ability, interpersonal skills, project management skills, technical aptitude, communication skills and customer focus.
- Must be comfortable working with dead-line schedules to meet changing needs to ensure timely, accurate project completion.
- Good knowledge across a variety of PM methodologies and practices (waterfall and agile)

Benefits

- Attractive remuneration package
- Modern and friendly working environment
- Private medical insurance program
- Training Budget to support and sustain your skills
- Ticket Restaurant Card on top of salary

WITSIDE offers a working environment and projects that attract the best people working in business intelligence, data analytics and performance management. Working on diverse and challenging projects, you will have the opportunity to develop multi-disciplinary IT/business skills to help you build a strong career path.

This is a position that will give you the chance to develop your career with the leaders in Business intelligence, Data Analytics and Performance Management!

[Project Manager Upstream](#)

[Upstream](#) - Αθήνα

The Project Manager is based in Athens, reports to the Regional PMO Director and is focused on managing the implementation of Upstream's mobile digital services. This role is ideal for someone with high potential who wishes to be rewarded for outstanding performance, while having the opportunity to gain valuable experience on large complex mobile marketing projects.

Key Accountabilities

- Coordinating internal resources and/or third parties for the flawless execution of projects.
- Assisting in the definition of project specifications and client requirements, involving all relevant departments and ensuring technical feasibility and resource availability.
- Tracking progress through a solid project plan.
- Ensuring the on-time and on-budget delivery of projects.
- Reporting and escalating to management as needed.
- Managing client relationships and expectations.
- Establishing and maintaining relationships with third parties.

- Writing clear briefs for the development, operations and support departments.
- Ensuring that all departments involved in the project operate as a united team.
- Creating and maintaining comprehensive project documentation.

Requirements

- Very good educational background, preferably in the fields of computer science or engineering.
- 2-4 years of work experience in project management and/or consulting in either the telecom or information technology sector.
- Solid technical background with understanding and/or hands-on experience in mobile technologies, software development and web technologies.
- Excellent client-facing and internal communication skills.
- Excellent written and spoken communication skills in English.
- PMP / PRINCE II certification is a plus.

Personal Characteristics

- Able to perform under pressure and deliver results in a demanding and fast-paced environment that requires fresh thinking and innovation.
- Self-driven, responsible, and able to take ownership on projects.
- Solid analytical thinking and problem solving capability.
- Attention to detail.

Benefits

We offer a competitive base salary and benefits, directly dependent on the candidate's qualifications and skills. The real excitement comes from working closely with a dynamic, smart, agile and highly motivated team in a competitive and fast paced environment.