

## **MIGS EDUCTECH PRIVATE LIMITED**

Our software development company is hiring a Senior Project Manager to oversee the conception, implementation and analysis of internal projects. The successful candidate will have a background in both business and IT and will have an extensive understanding of the software development industry. We're looking for a responsible, articulate and motivated Senior Project Manager who can quickly identify vulnerabilities and obstacles, and then create innovative solutions to any problems.

You will be responsible for overseeing the work of project managers and communicating their progress to senior management at regular intervals.

### **Senior Project Manager Responsibilities and duties**

- Lead assigned projects to completion
- Provide project managers with feedback, encouragement and advice
- Troubleshoot problems that come up during projects
- Develop individual project plans complete with budgetary information and resource needs
- Communicate with our IT department about resource allocation
- Host a project meeting at least once per week for each project under your direction
- Refine project budget as needed to ensure timeliness and fiscal responsibility
- Coordinate with vendors and suppliers as needed
- Communicate project objectives to all team members involved.

### **Senior Project Manager qualifications and skills**

- 6+ years' experience in software development or design
- 6+ years' experience in a supervisory capacity
- Ability to complete projects on time and within the stated budget
- Excellent communication, organization, time-management and leadership skills