

IT Program Manager, Bangalore

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Company: Paradise Placement Consultancy

Location: Bengaluru

Category: other-general

Job Description:

Job Title: IT Program Manager

Location Bangalore

Department/Group: Corporate

Position Reports to CIO

Job Description

Job Purpose:

IT Program Manager role will be responsible to lead, oversee and ensure the successful delivery and management of single or multiple projects at a Corporate level. IT Program Manager must do this within scope, to a certain quality, and within time and cost constraints. The implementation of these programs will also require significant change management to deliver business value. The role will also be responsible for tracking business value delivery post implementation collaborating with the business teams.

Responsibility:

- Analyze project proposals to determine time frame, funding limitations and appropriate process for accomplishing projects.
- Identify and schedule project deliverables, milestones, and required activities and tasks.
- Establish a work plan and staffing for project activities, iterations or phases.
- Implement a project communication plan.
- Perform risk assessment and implement mitigation plans.

- Monitor project activities, ensuring the currency, quality and integrity of information, while providing consistency in content and “look and feel” across the organization.
- Ensure that project goals are in line with business objectives and project goals are achieved.
- Assign duties and responsibilities to project personnel and define the scope of their authority.
- Direct and coordinate the activities of project personnel to ensure projects progress on schedule and within budget.
- Review status reports prepared by project personnel and modify schedules or plans as required.
- Establish standards and procedures for project reporting and documentation.
- Benchmark project management performance continuously to identify the potential for improvements and increase capability in project and portfolio management.

Qualifications:

Bachelor’s or master’s degree in computer science, information systems (or a related field), project management or general business management. Alternatively, equivalent IT experience. Project manager training and certification desirable.

Experience

- Eight or more years of progressively responsible IT experience, with sensitivity and commitment to business problem solving
- Five years of successfully managing complex and risky projects
- Five or more years of BU or BU-facing experience, with sensitivity and commitment to business problem solving
- Experience in leading diverse teams
- Experience and ability in using “soft skills” or “people skills”

Knowledge and Skills

- Distinctive blend of business, IT, financial and communication skills. This blend is vital because this is a highly visible position with substantial impact.
- Good understanding of current and emerging technologies, and of how other enterprises are using them to drive digital business.
- Knowledge of project management methodology and experience or familiarity with major, defined program management approaches (for example, that of the Project

Management Institute or PRINCE2 and agile approaches).

- Significant knowledge of project planning/scheduling tools (for example, Microsoft Project and Open Workbench), with a solid track record of practical application.
- Exceptional verbal and written communication skills; expertise in setting and managing customer expectations.
- Effective influencing and negotiating skills in an environment in which this role may not directly control resources.
- Strong knowledge and understanding of business needs, with the ability to establish and maintain a high level of customer trust and confidence.
- Ability to support a tactical resource plan by mapping future demand to forecast project completions in the project portfolio.

Key Skills :

Project Management

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