Project Managers

Job Type: Professional Services / Contract

Roles / Responsibilities

- Plan and coordinate technology and/or business projects activities to ensure the execution of objectives in accordance with established budget and time.
- Establish project's scope & objectives.
- Develop project work plan with team, including tasks and deliverables, and track progress so projects are delivered on-time, and within scope and budget.
- Coordinate work with internal resources and third parties/vendors for the successful execution of projects.
- Monitor progress, measure project performance, and keep management informed; including risks identified and recommended mitigation plans.
- Use appropriate verification techniques to manage changes in project scope, schedule, and costs.
- Use appropriate project management systems, tools, and techniques.
- Coordinate and participate in focal meetings to define user needs.
- Direct and coordinate training activities for system users.
- Address questions, concerns, and/or complaints throughout the project.
- Act as a liaison between customers and vendors.

Focus Areas

Experience required managing projects in any of the following areas.

- System' Infrastructure or Cyber Security,
- Software Development,
- ITIL v3/v4, IT Governance or Data Governance
- ERP implementation, upgrade, support, enhancement, or optimization projects (PeopleSoft 9.1 or 9.2, ORACLE Cloud ERP/HCM)

License/Certification (a plus)

- Project Management Professional PMP by PMI
- Lean Sigma – Green Belt
- ITIL v3 or v4

Requirements and Experience

- Bachelor's degree Business Administration, Information Systems, Engineering, Project Management, or other related fields.
- Experience working as project manager in information technology.
- Knowledge in Microsoft Office (Excel, Word, and PowerPoint).
- Bilingual (Spanish / English) preferrable,
- Excellent communication and customer service skills.
- Great Time management and Problem-solving skills.

Effectus Corp.

Effectus is a twenty-first century consulting firm that thrives on the latest processes / systems for Project Management, Software Development & Technology. Founded in 2017, by experienced Business & IT executives working on projects in multiple countries and industries. We pride ourselves on our customers' satisfaction by delivering cost effective services and solutions on a timely manner resulting in an increase in productivity for their business.

Send your resume to:
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