

## Title: Project Manager (Senior Consultant)

**Department:** Project Management Consulting

**Reports to:** CC - PMC

**Based at:** Hyderabad

### **Job Purpose:**

To plan, execute, and complete projects according to strict deadlines and within budget. This includes acquiring resources and coordinating the efforts of team members and third-party contractors or consultants in order to deliver projects according to plan. The Project Manager will also define the project's objectives and oversee quality control throughout its life cycle in coordination with the Client.

### **Key Responsibility Areas:**

- Define project scope, goals and deliverables that support business goals in  
in Collaboration with the client, senior management and stakeholders.
- Develop full-scale project plans and associated communications documents.
- Effectively communicate project expectations to team members and stakeholders (All the engineering and non engineering wings involved in the project) in a timely and clear fashion.
- Liaise with project stakeholders on an ongoing basis.
- Estimate the resources required to achieve project goals.
- Draft and submit budget proposals and recommend subsequent budget changes where necessary.
- Acquire the required relevant resources for effective execution of the project
- Determine and assess need for additional staff and/or consultants and coordinate with HR in recruitment, at the time of initiation as well as during project cycle, if required.
- Delegate tasks and responsibilities to appropriate personnel.
- Identify and manage project dependencies and critical path and resolve any issues and conflicts within the project team.
- Plan, schedule and track project timelines and milestones using appropriate tools.
- Develop and deliver progress reports, proposals, requirements documentation and presentations as per the requirements of the project.
- Determine the frequency and content of MIS reports from the project team, analyze results, and troubleshoot problem areas.
- Regularly submit MIS to the reporting officer and the client.

- Proactively manage changes in project scope, identify potential crises, and devise contingency plans.
- Define project success criteria and disseminate them to the respective stakeholders throughout project life cycle.
- Coach, mentor, motivate and supervise project team members and contractors, and influence them to take positive action and accountability for their assigned work.
- Build, develop, and grow any business relationships vital to the success of the project.
- Develop best practices and tools for project execution and management.

**Desired Candidate Profile:**

- 8+ years of experience of in Project Management Consulting organisation.
- Exposure to Food Processing industry would be an added advantage.
- B.E / B. Tech in Civil/ Chemical/ Production/ Mechanical Engineering
- PG in Management is preferable