# Project Manager - Tech

- **Vacancy for:** 1
- **Posted on:** June 20, 2018
- **Deadline:** July 5, 2018, 11:55 p.m.

## Basic Job Information

Job Category      : Research and Development > Project Management/ Coordinator
Job Level          : Mid Level
Employment Type  : Full Time
Job Location       : Kathmandu
Offered Salary     : Negotiable

## Job Specification

Education Level      : Under Graduate (Bachelor)
Experience Required : More than or equal to 1 year

### Other Specification

- Great educational background, preferably in the fields of computer science or engineering for technical project managers
- Proven working experience as a project administrator in the information technology sector
- Solid technical background, with understanding or hands-on experience in software development and web technologies
- Excellent client-facing and internal communication skills
- Excellent written and verbal communication skills
- Solid organizational skills including attention to detail and multi-tasking skills
- Strong working knowledge of Microsoft Office
- PMP / PRINCE II certification is a plus

## Job Description

Project management responsibilities include delivering every project on time within budget and scope. Project managers should have a background in business skills, management, budgeting and analysis.

### Responsibilities

- Coordinate internal resources and third parties/vendors for the flawless execution of projects. Ensure that all projects are delivered on-time
- Developing project scopes and objectives, involving all relevant stakeholders and ensuring technical feasibility
- Ensure resource availability and allocation and develop a detailed project plan to track progress
- Use appropriate verification techniques to manage changes in project scope, schedule and costs
- Perform risk management to minimize project risks
- Establish and maintain relationships with third parties/vendors
- Create and maintain comprehensive project documentation
- Integration of user-facing elements developed by front-end developers
- Build efficient, testable, and reusable PHP modules
- Solve complex performance problems and architectural challenges
- Integration of data storage solutions
- Overall project management, project deployment and stakeholder management

**Job Hours:** Sunday to Friday – 9:30 AM to 5:30 PM (any work hours beyond that will be paid in pizza & beer)

**To Apply:**

Please email your **Resume / CV** along with a **Cover Letter** at **hr@sastodeal.com** by **June 25.** Please mention the position you are applying in the email Subject Line itself.

**OR,**

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**Applying Procedure**

Apply Link : https://merojob.com/project-manager-219/