

Project Manager at Digital Divide Data (DDD Kenya)

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Company: JobWebKenya

Location: Kenya

Category: business-and-financial-operations

Job Description

Manage and provide leadership for the delivery of projects in single service line or highly complex projects for a single client

Manage project support and be responsible for ensuring appropriate resource allocation

Update policies, procedures, standards, methodologies, and guidelines for project management

Resolve prioritization conflicts between projects

Builds more complex project plans and milestones

Maintains project status and performance data used for reporting

Organizes project activities and meetings across broader teams

Monitor work of subject matter expert personnel, providing support and interpretation of instructions/objectives

Manage and communicate project scope, goals, and responsibilities to the project team; establish clear stakeholder expectations and requirements of varying degrees of complexity.

Performance appraisals, coaching, and mentoring of associate-level staff

Qualifications

Bachelor's degree

Project Management Certification – PMP or Prince 2

At least 4 years of experience in a Project management – level role or capacity

3 years of direct people management experience.

Exceptional internal and external stakeholder management skills.

Experience supporting an outsourcing or client services organization.

Demonstrated a sense of urgency and ability to prioritize effectively.

Strong business acumen and strategic thinking.

Demonstrated leadership, problem-solving, facilitating, team building, conflict resolution, and negotiation skills.

Requires excellent communication skills, both verbally and in writing.

Strong data analytics capability

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