

Project Manager

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Company: Bridge Talent Management

Location: Mombasa

Category: other-general

Job Purpose: We are looking for a general Project Manager (PM) to manage our clients growing portfolio of impact projects. The PM will be responsible for managing multiple projects under our impact arm focused on digital skills and entrepreneurial support. One of the primary projects will be Digitruck. The Digitruck is a shipping container that is refurbished into a modern ICT classroom, powered on solar energy. It can serve as a stationary ICT classroom or travel around to cover large, underserved areas connecting communities to the digital world. **Key Duties and Responsibilities:** Assist the Project Coordinator in business development efforts for new Digitruck projects in Africa; approaching potential funders, applying for subsidies and grants, working out alternative sources of income (such as lease structures or event-based services) and promoting the project at events. Project management of current and new Digitruck projects in Africa; budget monitoring, assisting the educational partner in reporting and M&E, arranging repairs and aftercare of the installation. Project monitoring of independently operating Digitruck projects in Congo, Tanzania and South Africa and creating a Digitruck community-platform Project management of the construction and transport of new Digitrucks Innovating and optimizing current designs (in cooperation with the manufacturer) to the needs of the different stakeholders Relationship management with sponsors/clients Building on a sustainable relationship with the manufacturer(s), solar providers and other suppliers. **Other Impact Projects :** Develop and maintain project plans, schedules, and budgets. Coordinate project activities, resources, and stakeholders to ensure timely and successful completion of projects. Manage partnerships with external organizations, including negotiating agreements and ensuring compliance with project

requirements. Oversee logistics, including procurement, inventory management, and distribution of project materials. Prepare and present impact reports to stakeholders, highlighting the achievements and outcomes of projects. Provide leadership and guidance to project teams, ensuring that all team members understand their roles and responsibilities. Identify and mitigate risks that may impact project timelines or outcomes. Foster a positive and collaborative working environment that encourages innovation and creativity.

Requirements Bachelor or Master in Project Management, Development Studies, Business Studies or other relevant studies Oral and written fluency in English, knowledge of French is an advantage Familiar with Project Management structures (Initiating, Planning, Executing, Monitoring and Controlling) Computer literacy and knowledge of personal computers and software packages such as MS Word, MS Excel, MS PowerPoint, and MS Access.

Knowledge of the development sector in Africa Good oral and written communication and presentation skills Basic understanding of solar energy and ICT systems Knowledge of budgeting and strategic financial planning is an advantage. Benefits Competitive salary based on relevant experience. NSSF, NHIF. Fixed one-year contract regularly starting date as soon as possible.

3+ years

Degree in Business or related course from a reputable university Masters qualification will be an added advantage At least 4 years relevant experience in a similar role Experience in Public Sector will be an added advantage Possess good leadership and interpersonal skills Be an excellent communicator – verbal & written Good Customer Management Skills Strong negotiation skills Strategic with sound research and analytical skills

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