

Phone :

Web :

Job Summary

Vacancy :

Deadline : Jul 26, 2024

Published : Jun 26, 2024

Employment Status : Hybrid

Experience : Any

Salary :

Gender : Any

Career Level : Any

Qualification :

Job Description

Enginess is looking to expand its Professional Services team; we are in search of a Digital Project Manager.

About Enginess

Enginess is a leading digital business consultancy, specializing in strategy, innovation, experience design, and software engineering. Our mission is to empower organizations to thrive in the digital age through streamlined and agile digital transformation.

From concept to implementation, we partner with some of North America's top corporations and not-for-profits, designing and developing cutting-edge digital solutions. With a steadfast commitment to innovation and the latest technology, we enable businesses to make informed decisions and achieve their objectives.

At Enginess, we offer comprehensive support, from ideation to execution, deployment, and ongoing maintenance. Our flexible and scalable technology solutions ensure exceptional results, delivered on time, every time. Join us in shaping the future of digital excellence!

The Role

This role is for a Digital Project Manager, reporting to the Director of Professional Services. The Digital Project Manager will work on a wide range of web projects, from web-based content management applications to API testing and mobile applications. You will be working with all roles on the delivery team and our clients, through all phases of a project. You have exceptional organizational project management, client partnering and leadership skills, and a proven record of accomplishment managing concurrent projects, multi-disciplinary teams, and distributed teams. You can think strategically and continuously problem-solve to deliver projects on time, on budget, and to the client's satisfaction.

You will be the bridge between clients and the internal strategy, design, and technical teams. Success in this role is measured by your performance against a defined set of metrics including project revenue, effective use of internal systems & processes, re-factoring based on scope changes, and your ability to manage teams effectively. Superior verbal and written communication skills are necessary.

This is a hybrid role; our office is in Thornhill, ON. Primarily, the role will be remote (work from home), with requirements to attend our office in person for meetings or events a few times each quarter, or as the business requires. Regular business hours are Monday to Friday, 9:00am to 5:00pm EST, with some flexibility.

Key Responsibilities

- Coordination of cross-functional project resources.
- Provide leadership and coaching to motivate your teams to successful outcomes.
- Set, communicate, and monitor performance objectives.
- Provide oversight and personally review outputs prior to delivery.
- Stakeholder management and relationship building, including requirements gathering, getting sign-off on project milestones, regular status reporting, quality assurance and acceptance testing, promoting, and securing future work, etc.
- Financial management and cost control on project budgets.
- Risk identification, response, management, and avoidance.
- Define project quality goals and monitor project quality to ensure proper processes are followed.
- Facilitate and lead meetings and presentations.
- Break down and sequence work, accurately estimate effort and maintain project budget.
- Prepare and consistently update project documentation through all phases of the project life cycle.
- Manage procurements and third-party integrations when needed.
- Receive and evaluate change requests to determine their impact on the project constraints.
- Leverage project knowledge and client relationships to assist in revenue growth within the account.

We Would Like to See:

- Exceptional analytical skills with a keen eye for detail and ability to translate complex information into actionable insights.
- Ability to develop and build strong, productive working relationships with clients and internal stakeholders.
- Autonomous and self-motivated, able to solve problems and make decisions in a timely manner.
- Excellent conflict resolution skills, proven ability to negotiate a positive outcome for organizations and their clients.
- Proficiency in managing competing priorities and multiple projects simultaneously, correctly identifying, and prioritizing business and project tasks.
- Collaborative mindset, working effectively in a team environment.
- Results-oriented outlook, focused on achieving objectives.
- Excellent verbal communication and professional writing skills.
- Familiar with emergent technology trends and platforms.

Your Technical Skills and Experience Include:

- 3-5 years of project management experience successfully delivering medium-large scale digital projects (interactive websites, web applications).
- Experience working with third-party vendors and suppliers including but not limited to creative design agencies, technical partners, quality assurance partners.
- College or university degree and/or equivalent experience in a related field (technology and/or business background strongly preferred).
- PMP (Project Management Professional) certification is an asset but not required.
- Scrum certification is an asset but not required.
- Familiarity with waterfall and agile project management methodologies.
- Experience with the development of large-scale websites and a strong understanding of web development technologies, third-party applications and platforms, and social media.
- Atlassian software knowledge and experience (JIRA, Confluence, Tempo) a huge asset.
- Excellent verbal communication and professional writing skills, competent in writing standard PMI deliverables including but not limited to project proposals/SOWs, business cases, scope documents, project charters, and project schedules/plans.
- Knowledge of web technologies including HTML / HTML5 / CSS / JavaScript Frameworks.
- Knowledge of responsive & adaptive web design.
- Knowledge of WCAG (Web Content Accessibility Guidelines) 2.0 & AODA (Accessibility for Ontarians with Disabilities Act) inclusive design practices.
- Understanding of business processes and quality assurance management methodologies.
- Experienced user of MS Project, Office, and other project management software technologies.
- Fundamental understanding of the platforms we work with, including but not limited to Advantage CSP, WordPress, and Sitefinity (.NET and open source / PHP based systems) or equivalent.
- Strong understanding of web browsers and different mobile devices, versions, and functionalities.
- Thorough understanding of the various aspects of the web product development life cycle.

The job description indicates the general nature and level of work, duties, and responsibilities expected of the incumbent. This is not an exhaustive list, and the incumbent may be asked to perform other duties as required. The job description may be changed if needed, as determined by the company.

As a condition of employment, to ensure compliance with company information security standards, successful candidates must complete a background check. This will include an identity verification and criminal background check, both completed by a third party at the expense of the company.

Enginess is an equal opportunity employer dedicated to diversity and inclusion in the workplace, free from discrimination. Our commitment to diversity, equity and inclusion includes recruiting and retaining team members from diverse backgrounds and experiences, and fostering a culture of belonging where all team members are included, treated with dignity and respect, promoted on their merits, and placed in positions to contribute to business success.

We encourage people with disabilities to apply, and accommodations are available during the hiring process upon request. Please contact Human Resources at rsalerne@enginess.io if you require assistance or accommodation in order to fully participate in the job application or interview process.

Job Types: Full-time, Permanent

Pay: \$75,000.00-\$90,000.00 per year

Benefits:

- Casual dress
- Company events
- Dental care
- Disability insurance
- Extended health care
- Flexible schedule
- Life insurance
- On-site parking
- Paid time off
- Vision care

• Work from home

Schedule:

- 8 hour shift
- Monday to Friday

Supplemental pay types:

- Bonus pay

Experience:

- Project management: 3 years (preferred)

Work Location: Hybrid remote in Thornhill, ON L3T 1L3

Education & Experience

Must Have

Educational Requirements

Compensation & Other Benefits
