

## PMO Manager



Phone :

Web :

### Job Summary

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Vacancy :

Deadline : Nov 04, 2024

Published : Oct 04, 2024

Employment Status : Remote

Experience : Any

Salary :

Gender : Any

Career Level : Any

Qualification :

## Job Description

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Cority is the global enterprise EHS software provider creating industry-leading technology to empower those who transform the way the world works.

For over 35 years, Cority has been powered by the spirit of innovation, deep domain expertise, and a commitment to integrity that enables higher levels of operational and sustainable performance with the most comprehensive, human-centered, and secure SaaS platform to help workers and businesses thrive in 100 countries around the world.

The company enjoys the industry's highest levels of client satisfaction and has received many awards for its strong employee culture and outstanding business performance. To learn more, visit [www.cority.com](http://www.cority.com).

### WHAT'S IN IT FOR YOU?

At Cority, we keep abreast of the changing labour market to ensure that our employees are paid based fairly and equitably based on their skills, years of experience, education and functional experience. Employee health and well-being are at the core of what we do. Competitive health benefits, dental plans, fitness allowance, health care spending account, retirement savings plan, work from home, as well as subsidized internet provide employees and their families support and flexibility.

We pride ourselves on our values-driven, performance oriented, dynamic and growth focused culture. The leadership team strives to create a meaningful work experience for employees through challenging work projects and employee recognition. Our HR team ensures our employees have opportunities to get social through corporate volunteering and social happy hours both in office and virtually.

Job enrichment, employee development and career planning are our priority. Cority ensures that employees have their skills and certifications up-to-date with our annual training allowance. Internal Recruitment, Departmental Conferences, Group Training Programs, and High Talent Programs are some of the ways that we hone skills and grow talent within the company.

You'll lead a team of Project Managers in the implementation and improvement of Cority customer solutions globally.

### Responsibilities:

- Training & development of team members such that they can deliver Cority projects to the highest standard and aligned to PMO process.
- Helping your team achieve your team's utilization targets.
- Working with your team and customer to deliver high-quality customer engagements on-time and on-budget, including providing guidance through challenging situations and as a point of escalation for customers and team members.
- Conducting twice yearly performance reviews of team members.
- Collaborating with the rest of the Cority Professional Services management team to improve processes and documentation, with a goal of continual improvement from lessons learned.
- Actively contributing to departmental and company objectives, including integration with other functions, and acquired businesses.
- Collaborating with other Cority departments to ensure Professional Services deliverables can be met, examples including Sales, Solutions Consulting, Solutions Engineering, Product Management, Success and Support.
- Own and deliver PMO processes such as onboarding, resourcing, planning, reporting, budgeting, gate approvals, benefits realization, training and closure.
- Ensure that PMO services are delivered in a timely, purposeful, compliant way.
- Act as a 'good governance' ambassador with other project partners. Drive adoption of standards and raise awareness across project, change, value and brand networks.

### Key Accountabilities:

- Deliver PMO services including planning, resourcing, reporting and 'methods'.
- Continuously improve PMO processes, tool-kits and user experiences.
- Support annual portfolio preparation, planning and prioritization activities.
- Guide project teams through the multi-forum, stage gate approvals process.
- Train on PMO standards and practices incl. project controls and risk frameworks.

### Characteristics of an Ideal Candidate:

- You have been involved with multiple customer projects and have received consistent positive peer and client reviews.
- You have experience leading, managing and empowering a team remotely across different time zones.
- You have a keen understanding of how and why clients would use Cority's solutions, including being able to demonstrate various examples of how they use the software.
- You instill confidence in clients and build strong trust relationships both internally and externally.
- You have strong knowledge of system implementation life cycles and project management methodologies and understand how to apply them when working on projects.
- You're equally comfortable reading and understanding Statements of Work and raising Change Orders when required.
- You are comfortable dealing with and resolving client escalations as and when they require.
- You demonstrate excellent responsiveness and professionalism, and you have exceptional written and verbal communication skills.

### Qualifications:

- Associates/Bachelors degree required and/or equivalent experience.
- 5+ years' experience of working in a project focused environment.
- 2+ years' experience in a supervisory, team lead or line management role
- Experience at working both independently and in a team-oriented environment.
- Experience with MS Office suite of software products with an emphasis on Excel.
- Intermediate Excel
- Numeric and the ability to work with and interpret numeric data.
- Process driven and able to follow predefined ways of working.

Cority is committed to a diverse and inclusive work environment. Cority is an equal opportunity employer and does not discriminate based on race, nationality, gender, gender identity, sexual orientation, protected veteran status, age, disability or any other legally protected status. For applicants who would like to request for accommodation please send an email to [hr@cority.com](mailto:hr@cority.com).

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**Education & Experience**

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**Must Have**

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**Educational Requirements**

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**Compensation & Other Benefits**

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