PMO Senior Lead

Role purpose:

To support the overall project offering specialised support in project planning, resourcing, change control, risk and issue management, stakeholder management, delivery tracking and operational reporting, EVO Delivery methodology.

In addition will work closely with the global business to enable your local markets to work under a culture of 'one team' which focused on a set of common goals and objectives

Key accountabilities:

- Socialise and stress test the central PMO Methodology within your local market, ensuring compliance across all capabilities and services
- Manage the stakeholder matrix and communications plan across your local market together with related operational stakeholder and engagement reporting across the programme
- Maintain the project plan in close relationship with work streams leads and project manager.
- Tracking project and local market resources including actuals versus forecast overhead financials
- Monitor and report against change and demand requests at local market level
- Manage all risk and issues at local market level together with facilitating regular risk workshops across all work streams.
- Oversee scheduling of Programme Governance bodies. Ensuring programme reporting management is fulfilled

Core competences, knowledge and experience:

- Minimum 3 years PMO experience preferably in the technology sector and / or business transformation
- Experience in complex Finance programme. (desirable)
- Ability to drive peers in a diverse international and distributed team
- Strong communication and decision making skills with the ability to balance conflicting needs
- Transformational change experience in large multi-cultural / multi location organisation
- 5 years+ recent telecoms experience

Must have technical / professional qualifications:

- Highly proficient in the use of Microsoft Office and associated software
- Computer Science Backhand Master Degree
- Excellent administrator with experience of liaising with senior stakeholders
- Experience of working in support role on major IT & business change programmes
- Proficient organisational skills
- Excellent communication skills, both oral and written
- Willingness to take on new challenges
- SharePoint / Repository management experience

Only the candidates selected for interviews will be contacted.

The interested candidates are invited to apply at **humanresources.al@vodafone.com** *or at* **www.vodafone.al/careers,** *specifying the position they are applying for,* ***until February 12th 2016****.*

We’re at our best when you’re at yours. Power to you.