

## Ecommerce Project Manager

We are a specialist eCommerce website developer and system integrator providing eCommerce, marketing and technology services and we are growing rapidly.

Reporting into the Head of eCommerce Delivery, you will be supported by a team of developers, designers and digital experts to create cutting edge website development for businesses that range from international market leaders to fast-growing emerging players.

### Key responsibilities are:

- Manage Magento eCommerce projects on time, in scope, and within budget
- Ownership of the projects, actions, risks and issues for all the projects within your Customer portfolio. This includes client relationship, expectations, satisfaction of delivery and their website development
- Identify and manage risks throughout the project
- Proactively collaborate with the internal teams
- Management of off-shore development team, including time tracking within each project and overall capacity planning for your particular development team
- Monitor the project progress and provides updates to the business on a regular basis
- Close communication with the Head of Delivery throughout
- Carry out Post Project 'Wash ups' to ensure the business takes on board any learning for future projects and prevents any mistakes being repeated
- Hold weekly calls with the Client to provide progress updates and manage expectations, as well as continuous open communication
- Customisation of the website will be documented within confluence to ensure a smooth handover to the Support team post go-live
- Motivate the delivery team, facilitate success and growth each of its members

Ideally you will have agency experience as well as a strong Project Management background leading eCommerce projects. The role is highly client facing and we will expect the successful candidate to demonstrate strong client management skills and business acumen.

- Strong Project Management experience of at least 5 years working within eCommerce and retail
- Extensive experience of delivering Magento projects is essential
- Ability to define the project scope and objectives, involving all relevant stakeholders and ensuring technical feasibility
- Client facing management skills are essential
- Proven experience delivering software development and integration programmes with the ability to manage multiple work streams concurrently
- A technical background is a must with understanding and hands-on experience in software development and web technologies - you must have the ability to manage the development and QA team expectations
- Proven experience with JIRA is desirable
- Highly proficient in project management tools; certification is highly desirable
- Experience in using various project management methodologies
- Management of internal resources and 3rd parties to execute projects



- Excellent verbal and written communication skills and ability to interact with technical and nontechnical audiences including customers, executives, managers, and subject matter experts
- Creative approach to problem solving with an understanding of UX impact
- Ideally Agile/Waterfall Methodology experience and/or prince2 practitioner

Benefits include a highly competitive salary, health care, flexible and remote working, paid parking and additional annual leave