

Position: Assistant Manager

Job Profile: We are looking for highly motivated and self driven individuals with 3-5 years of experience in the field of project management who have an appetite for managing core project activities and teams to ensure the smooth running of projects and their closure.

Key Responsibilities:

- Detailed understanding of every aspect of the project and its tender document, SLA etc, and being actively involved with the end customer towards its closure.
- Be involved in the preparation of project plans, including task scheduling, resource allocation, and procurement.
- Make changes to projects as and when required, while maintaining an efficient balance between cost, quality and timeline.
- Have complete control over the human resources being used for specific segments of the project, and ensure adequate communication with them from time-to-time. Training to be imparted before execution of any major milestone, so that the deliverables and expectations are set upfront.
- Keeping a strong relationship with the client/end-user, and ensuring end customer expectations are met. Setting up regular client meetings and presenting project progress from time-to-time.
- Day to day reporting and discussions with the core project management team, and ensuring timely escalations and issue resolutions within reasonable timelines. MIS reporting to the core projects team.
- Involvement in resolving the operational issues by communicating with the end customer and the development team.

Candidate Profile:

- Educational Qualification: M.E/M.Tech/B.E/B.Tech.
- 3-5 years of experience in project management
- Minimum experience of managing at least 1 projects
- Excellent communication and content writing skills
- Willing to travel and Extended work timings.
- Must have hands on experience in preparing project reports
- Must understand functional and networking basics.
- Basic knowledge in MYSQL, PHP, JAVA, PYTHON and Networking.

- Sound knowledge in Renewable energy, Power system and Power Regulations, Mobile App, AI, GIS.

Job Location: Bangalore