

## Project Manager

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Company: VentureDive Private Limited

Location: , , Pakistan

Category: other-general

**Job brief:**As a Software Project Manager , you will be responsible for the planning, execution, and delivery of various software projects. You'll collaborate with cross-functional teams, manage project timelines, and ensure adherence to quality standards, ultimately delivering software solutions that meet client expectations.

**VentureDive Overview:**Founded in 2012 by veteran technology entrepreneurs from MIT and Stanford, VentureDive is the fastest growing technology company in the region that develops and invests in products and solutions that simplify and improve lives of people world-wide. We aspire to create a technology organization and an entrepreneurial ecosystem in the region that are recognized as second to none in the world.

**Key Responsibilities:**

- Project Planning and Execution:**Lead the planning, coordination, and execution of software projects, ensuring they are delivered within scope, on time, and within budget. Develop project plans, including schedules, resource allocation, and task assignments. Monitor project progress, track milestones, and manage any deviations from the project plan.
- Team Leadership and Coordination:**Supervise and guide project teams, fostering a collaborative and high-performing work environment. Conduct regular team meetings, providing direction, and ensuring alignment with project goals. Address team issues, manage conflicts, and support team members to optimize performance.
- Stakeholder Communication:**Act as the primary point of contact for project-related communications with stakeholders, ensuring transparency and managing their expectations. Provide regular project updates, addressing concerns and seeking feedback to guarantee customer satisfaction.
- Risk Management:**Identify potential risks and issues that may impact project timelines or quality. Develop risk mitigation strategies and manage unforeseen challenges to

keep projects on track. Release Planning: Collaborate with development, QA, and product teams to create release plans, schedules, and scope. Define release objectives, criteria, and success metrics. Assess the impact of release changes and coordinate adjustments as needed. Release Coordination: Oversee the end-to-end release process with technical leadership, including scheduling, deployment, and rollback plans. Communicate with stakeholders and teams to ensure everyone is aware of release timelines and dependencies. Resolve conflicts and dependencies to ensure smooth release execution. Quality Assurance: Oversee quality control processes to ensure software development adheres to industry standards and client requirements. Conduct regular reviews and assessments to maintain high-quality project deliverables. Qualifications: Bachelor's degree in Computer Science, Engineering is a must. Proven 4-7yrs experience as a Project Manager in the software development industry. Strong understanding of software development methodologies (Waterfall, Agile, etc.). Proficiency in project management tools and software (e.g., JIRA, Microsoft Project, Trello). Excellent leadership, communication, and interpersonal skills. Ability to manage multiple projects concurrently while meeting deadlines. Familiarity with software development processes, tools, and technologies. In order to thrive at VentureDive, you...are intellectually smart and curious...have the passion for and take pride in your work...deeply believe in VentureDive's mission, vision, and values...have a no-frills attitude...are a collaborative team player...are ethical and honest. Are you ready to put your ideas into products and solutions that will be used by millions? You will find VentureDive to be a quick pace, high standards, fun and a rewarding place to work at. Not only will your work reach millions of users world-wide, you will also be rewarded with competitive salaries and benefits. If you think you have what it takes to be a VenDian, come join us ... we're having a ball!

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