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| **Job Title: IT PROJECT MANAGER****Job Grade*:* (SO – FAVP)** |   |

**Bank Asia Limited**

**Job Description/Responsibilities**

* Accountable for efficient and effective management of designated projects and resources to
ensure successful results aligning to the strategic objectives of the relevant business unit
* Ensuring that the projects achieve the required outcomes and deliverables within the specified constraints of scope, time, cost and quality
* Partnering with a variety of stakeholders within the business to provide expert advice and leadership, ensuring all risks are identified and managed
* Assist with the preparation of business cases, prepare and manage project plans
* Ensure all administrative and financial activities are completed upon completion e.g. Project
Closure Certificate
* Empowerment to own and manage the project budget, financial summaries and manage all invoices
* Project status reporting and post project review in conjunction with other stakeholders

**Job Nature**

Full-time

**Educational Requirements**

B.Sc in CS/CSE and MBA from a recognized university

**Experience Requirements**

At least 10+ years

**Additional Job Requirements**

* Ideally 5 - 10 years verifiable experience in ICT project management and PM tools
* Industry recognized certifications in the practice area and related areas of the domain including but not limited to PMI Certification, PM methodology (EG PRINCE2, PMBoK) – Preferable
* Strong experience fostering trusted relationships (both with internal customers and external
providers)
* Demonstrated and proven track record of project delivery within a set of parameters (time,
budget, scope and quality)
* Ability to manage multiple projects at any given time
* Must have strong decision-making and problem solving capability
* Strong leadership skill with excellent communication and interpersonal skills

**Job Location**

Dhaka in Bangladesh

**Apply Instructions:**

Candidates possessing the requisite skills and qualifications should feel free to apply online through [*http://103.17.69.213:8888/hr/f?p=100:1:2494414477950464:::::*](http://103.17.69.213:8888/hr/f?p=100:1:2494414477950464:::::) by **August 15, 2019.**

Only short listed candidates will be called for interview. Bank Asia reserves the right to accept or reject any application without assigning any reason whatsoever. Bank Asia is an equal opportunity employer.

Attractive remuneration will be offered to the deserving candidates as per Bank’s policies.