**JOB DESCRIPTION**

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| **DESIGNATION/ TITLE:** | Technical Project Manager |
| **REPORTING TO** | Head - Engineering |
| **NUMBER OF REPORTS** | Individual Contributor role  |
| **LOCATION** | Remote |
| KEY RESPONSIBILITIES |  **Responsibilities** - Develop and manage the project, communication, resource plans and processes. - Analyze all management and technical processes to ensure they’re delivered as expected - Meet regularly with project stakeholders and define project goals and objectives - Lead budget and resource allocation through all project phases - Schedule project timelines - Make estimates for the budget and schedule - Generate regular reports to update stakeholders and manage projects - Establish and train teams on processes and strategies - Oversee day-to-day technical operations, including assignments and personnel review - Define roles and responsibilities of the team and determine clear deliverables - Research and evaluate new hardware and software technology and help make decisions on the cost-benefit analysis of new purchases - Update and maintain hardware and software systems as needed**Skills & Qualifications** - Strong leadership qualities and ability to motivate a wide variety of teams associated with the project - Clear communication skills to guide project teams and coordinate with vendors and management - Being able to solve problems - Knowledge of new and established software systems and the ability to train others on them - Organizational and time management skills to keep teams and projects on schedule |

JOB SPECIFICATION

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| YEARS OF EXPERIENCE/AGE | 12-15 years experience  |
| QUALIFICATION | B. TECH / MCA  |
| TARGET INDUSTRIES | Candidates who have worked in fintech, payments space, Technology or product  |
| COMPENSATION | As per Industry standards |