**JOB DESCRIPTION**

|  |  |
| --- | --- |
| **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

|  |  |
| --- | --- |
| 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 |