

## Project Manager

**Location:** San Francisco

### Responsibilities:

- Coordinating the delivery of multiple projects,
- Developing cost benefit analyses for the program
- Creating and reporting program status utilizing a dashboard
- Allocating resources across the multiple projects
- Defining project governance policies and managing the financial concerns of the program
- Must be able to utilize and effectively communicate technical components of an initiative to applicable parties

### Required Skills / Experience:

- Senior level resource with call center software implementation experience.
- Senior level resource with inventory management, order management and ship from store experience.
- Ability to work with strong business personalities as well as external vendors
- Must be self-motivated, well organized and have advanced innovation and facilitation skills
- Superior oral and written communication skills; excellent analytical skills
- Excellent business presentation skills and experience presenting to senior management
- Demonstrated success at building team relationships and partnerships across organizational lines

### Education:

- Bachelor's degree in Computer Science or equivalent. PMP certification required.



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