



Talent Hunting



Project Manager



Ideal Candidates: Project Manager

Typical Project Manager Duties

- Liaising with stakeholders
 - Managing budgets and costs
 - Attending and holding meetings
 - Building and establishing rapport
 - Creating and maintaining schedules
 - Performing project and task breakdown
 - Developing and maintaining project plans
 - Preparing memos, reports and presentations
 - Mentoring, motivating and guiding colleagues
 - Project performance evaluation and assessment
 - Monitoring project progress and setting deadlines
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Ideal Candidates: Project Manager

Suggested Project Manager Qualities

- Leadership and delegation
- Reporting and presentation
- Organisation and facilitation
- Time and stress management
- Decisiveness and forecasting
- Accountability and adaptability
- Communication and negotiation
- Problem solving and competency
- Financial management and budgeting
- Team-building and emotional intelligence