G2 Speech UK

Project Manager – Cork

JOB DESCRIPTION

Your primary role will be to deliver and manage projects through effective requirements and planning. Including; defining work-loads, risks and time scales.

You will be reporting to and helping support the Project Office, in the successful delivery of our workflow solution for a number of customers. As well as providing pre-sales support, such as input to tenders and programme plans.

You will be responsible for all aspects of project delivery to ensure projects are delivered on time. You will be required to be responsible for the production of project plans, reports, documentation and the maintenance of all issue logs to ensure that information is complete, accurate and up to date.

Thorough understanding of the whole IT hardware and software development life cycle is required. This is a client-facing role so excellent written and verbal communication skills are required.

You will manage all project resources, including people and equipment and will work closely with the technical team (and senior developers) taking responsibility for the technical solution as a whole.

Ideally you will come from a software or medical background and have worked for an IT solution provider delivering bespoke software projects to the public sector. The Prince2® qualification is not essential but evidence of working in a structured environment will be required.

The role will be office based, with travel to other company offices and customer sites, as and when needed.

ORGANISATIONAL RELATIONSHIPS

Accountable to: Director – Implementation and Service
Responsible for: Project team members

ESSENTIAL SKILLS

- Experience of project management of software projects
- Using formal structured management techniques
- Agreeing project objectives
- Representing our customers interests
- Change management
- Experience of producing project documentation (not limited to Prince2® methodologies)
- Risk management techniques
- Ensuring project deliverables are met
- Ensuring quality standards are met
- Experienced in project planning (with MS project)
- Project budgeting
- Stakeholder Management
- Customer facing with excellent communication skills

- Strong leadership skills

DESIRABLE SKILLS

- Knowledge of HSE/Medical projects
- Experience of working in a multi-stakeholder environment
- Experience of supporting customers in production of their Business Case
- Previous experience gained within either the legal or medical sectors would be highly advantageous.
- Previous experience with digital dictation and speech recognition technologies.

ESSENTIAL QUALIFICATIONS/EXPERIENCE

- Prince2® practitioner accredited
- Full EU driving licence

Must have own car, as travel across Ireland is a requirement of the role.

ABOUT US

G2 Speech was founded in 1998, since then we have polished and perfected the art of providing digital dictation, speech recognition and workflow management solutions. We successfully provide our products in the UK, Ireland, Belgium and Holland. Within the UK we currently deliver solutions to over 35 major NHS Trusts. Globally we have around 25,000 users accessing our product every day.

At G2 Speech, we believe that dedicated and friendly staff make a real difference in customer service and solution delivery.