

<b>Date</b>	January 2019
<b>Position Title</b>	Project Delivery Manager
<b>Location</b>	Prague
<b>Position Description</b>	This person will be responsible for designing and implementing a project delivery process, structures and toolsets together with executing these within the project delivery team.
<b>Responsibilities</b>	<p><b>Key Responsibilities</b></p> <ul style="list-style-type: none"> <li>• Responsible for the delivery of all deployment projects</li> <li>• Owner of the KPIs for the project delivery team.</li> <li>• Direct management of the project delivery team across all Openmind locations</li> <li>• Identifying, managing and enhancing the team capacity/skillset</li> <li>• Design process changes</li> <li>• Managing internal toolset for project delivery</li> <li>• Work with Project Management, Engineering and Support</li> <li>• Plan capacity for all teams for future months, quarters and years</li> <li>• Communicate with Senior management on planning and capacity related issues in a sharp and consistent way to allow decisions to be made in the fastest way possible</li> <li>• Coordinate with software and project teams to implement improvements in the process and toolsets</li> <li>• Provide finance co-ordination and inputs to costs, timesheets, projects and programmes</li> </ul> <p><b>People</b></p> <ul style="list-style-type: none"> <li>• Managing a team of Design, IT, Devops and Implementation engineers</li> <li>• Responsible for personal and skillset growth</li> <li>• Responsible for managing team structure (nominating team/technical leads)</li> </ul> <p><b>Process</b></p> <ul style="list-style-type: none"> <li>• Managing project delivery process based on Company Devops strategy</li> <li>• Implementing factory model of SW continuous project delivery</li> <li>• Taking over customer orders from Presales</li> <li>• Handing over deployed sites to Support</li> <li>• Providing timely feedback loop to Presales and Engineering</li> </ul> <p><b>Tools</b></p> <ul style="list-style-type: none"> <li>• Design, implementation and use of installation/project delivery tools (e.g. Ansible)</li> <li>• Design, implementation and use of management/process tools (e.g. Trello/ JIRA)</li> </ul>

	<ul style="list-style-type: none"> <li>• Design, implementation and use of reporting tools</li> </ul> <p>Reporting</p> <ul style="list-style-type: none"> <li>• Directly reporting to the COO</li> </ul>
<p><b>Experience Required</b></p>	<ul style="list-style-type: none"> <li>• Degree in engineering, computer science or equivalent</li> <li>• 5+ year's team management experience</li> <li>• Telco background an advantage</li> <li>• Experience in a DevOps environment a strong advantage</li> <li>• Strong Knowledge of Linux administration</li> <li>• Experience in Agile, Lean and Kanban process</li> <li>• Networking – TCP/IP routing</li> <li>• Scripting – Perl, Python, Shell is an advantage</li> <li>• Cisco Switches, virtualisation technologies, ITP/STP is an advantage</li> <li>• Multi –tasker</li> <li>• Creative Problem Solving abilities</li> <li>• Willingness to learn new technologies</li> <li>• Self Starter with the ability to work pro–actively</li> <li>• Responsible and dependable</li> <li>• Excellent team player</li> <li>• Excellent attention to detail</li> <li>• Excellent interpersonal skills</li> <li>• Strong English written and oral communication skills</li> </ul>