Our company is looking for an IT project group manager. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for IT project group manager

- The implementation and delivery of key technology projects and processes throughout the group
- ERP & Enterprise IT Project Delivery
- Report project status & updates to the key stakeholders
- Develop and enhance solutions to the business that serve to answer a business question
- Support continuing development of solutions in an agile manner
- Create and understand technical specifications for systems
- Deliver training and concise documentation around solutions
- Investigate and recommend new technologies that will provide added value
- Take responsibility for the definition, documentation and successful completion of Projects within a key Programme of work, and engaging and advising SMEs, Users, and Stakeholders as necessary on all phases
- Ensure that realistic project, budget, quality, and risk plans are prepared and maintained for both Projects and Sub-projects

## Qualifications for IT project group manager

- Experience in providing technical information to a non-technical audience
- A self-motivated and customer service oriented professional
- 2+ years of experience in managing IT systems and projects
- 2+ years of managing or supervising IT professionals