



## PR/095170 | PMO Officer (Internal)

### 募集職種

#### 人材紹介会社

ジェイ エイ シー リクルートメント シンガポール

#### 求人ID

1540508

#### 業種

ITコンサルティング

#### 雇用形態

正社員

#### 勤務地

シンガポール

#### 給与

経験考慮の上、応相談

#### 更新日

2025年05月20日 12:19

### 応募必要条件

#### 職務経験

3年以上

#### キャリアレベル

中途経験者レベル

#### 英語レベル

ビジネス会話レベル

#### 日本語レベル

ビジネス会話レベル

#### 最終学歴

短大卒：準学士号

#### 現在のビザ

日本での就労許可は必要ありません

### 募集要項

#### COMPANY OVERVIEW

Our client is a prominent global IT service provider that excels in custom software design, IT consultancy, and infrastructure management. They deliver high-performance, large-scale systems like API Gateways and message queues, ensuring smooth global operations and enhanced system reliability. Their comprehensive IT solutions help businesses eliminate challenges, optimize resources, and boost productivity.

They are looking for an Internal Senior PMO to conduct PMO activities independently from each business line.

#### JOB RESPONSIBILITIES

- Conduct internal project checks by focusing on project risk, planning, progress, and quality assessments. This role is not customer-facing.
- Regularly report project status to the Managing Director. Provide timely and appropriate advice to project managers and leaders.
- Ensure rules and procedures for project check activities are up-to-date and followed.
- Adapt project management office procedures and rules to meet internal corporation's needs.
- Assist with internal IT, internal training, contract checks, and other related tasks.

**JOB REQUIREMENTS**

- Bachelor's degree in IT, Computer Science, or equivalent.
- At least 5 years of experience in system integration projects.
- Comprehensive understanding of the Software Development Life Cycle (SDLC) and the waterfall model development method.
- Strong communication and interpersonal skills, with the ability to work collaboratively in a team environment.
- Proficient in analytical thinking, problem-solving, documentation, and reporting.
- Detail-oriented with the ability to plan, organize, and structure work effectively.
- Understanding of PMBOK and possession of PMP Certification.

Working Location: Singapore

Syahirah Binte Ahmad Ja'afar (R22105331)

JAC Recruitment Pte. Ltd. (90C3026)

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会社説明