



## Oferta pracy

**Nr referencyjny:** 1479/18/PS

**Nazwa firmy:** Capgemini Polska

**Opis:** Capgemini is one of the world's foremost providers of Consulting, Technology and Outsourcing services, enables its clients to transform and perform through technologies. Present in more than 40 countries, Capgemini employs over 120000 people worldwide. The Polish division of Capgemini employs more than 6000 people in Katowice, Krakow, Warsaw, Wroclaw, Poznań and Opole, and is growing fast.

**Stanowisko:** Junior Project Manager

**Kategoria stanowiska pracy:** IT

**Lokalizacja:** Polska, śląskie, Katowice

**Typ pracy:** praca stała

**Rodzaj umowy:** umowa o pracę: umowa na czas nieokreślony

**Obowiązki:** The Junior Project Manager is responsible for coordinating project performance with the Project Manager / Program Manager and for the timely and economic utilization of resources assigned to the project. The position provides technical coordination of project teams.

### Main accountabilities

- Manage the project plans for the projects and contribute to the overall plan
- May manage single or multiple teams, shared or direct
- Monitor and control assigned budgets and targets provided by the project manager
- Manage Implementation to ensure successful progress to project closure
- Establish and maintain good working relationships with Project managers, Client managers and liaise with other development and support areas to facilitate successful end to end delivery
- Develop and motivate staff in order to establish and maintain a high caliber workforce
- Assure the quality of work produced in development, ensuring that business practices and technical standards are adhered to and quality products delivered to specified standards
- Monitor project progress, regularly report on progress, identify and action potential stoppers and issues

**Wymagania:**

**Języki:**

- angielski - C1 - zaawansowany

**Dodatkowe wymagania:** • Strong organizational skills required, including good time management skills

- Strong leadership, planning and organizational skills
- Good interpersonal skills, including teamwork, facilitation and negotiation
- Excellent communication skills (both written and oral)
- Ability and comfort interacting with all levels of management, business leaders and technology stakeholders
- Strong attention to detail
- Motivated, reliable self-starter
- Team player with a positive attitude

**Requirements**

**Essential:**

- Bachelor or Master's Degree - Preferred in IT or engineering
- Fluent German language skills
- 3-4 Years of work experience in infrastructure projects
- Experience with Project Management Tools like MS Projects and MS Office
- Preferably Prince-II or PMI certified / trained

**Nice to have:**

- Any project management certification / training would be an advantage

**Warunki pracy: What we offer:**

■ You will work in multinational, stable company for c.a. 100 Blue Chip Clients- known, global brands, supported by 6000 professionals in 30 languages.

■ You will gain space to fulfill your ambitions and develop your career, opportunity to take part in transition projects. We operate according to Lean and Kaizen.

■ You will choose your career path (experts or managers) - you will work among professionals (over 900). We will support you to gain knowledge (20 000 online trainings and in class) and get certified (e.g. ITIL, Vmware, Citrix, Oracle Database). You will have the opportunity to take part in coaching programs and develop your knowledge in experts communities.

■ You will work in line with high, international work standards and you will have an opportunity to engage in CSR initiatives.

■ You will be appreciated for your results and professionalism - based on clear rules of promotion. Our company applies a wide choice of perks (free private medical care for you and your family, additional life insurance). We help to keep right proportions between your work and private life (Business Parent Program).

■ As a disabled person you will get professional support. We are open to provide assistive technologies for people with diverse disabilities. We care about inclusion and equal rights approach. We conduct disability awareness trainings. Join our Win with Capgemini Program for people with disabilities.

**Typ aplikacji: CV**

**Kontakt:** e-mail: [recruitmentIS.pl@capgemini.com](mailto:recruitmentIS.pl@capgemini.com)

**Komentarz:** Interested Candidates are invited to apply online or send CV to [recruitmentIS.pl@capgemini.com](mailto:recruitmentIS.pl@capgemini.com)  
Please include reference number : BK/JR/Project/Manager/ KTW in the subject of your message.

Please be advised that Capgemini Poland Sp. z o.o. located in Warsaw, Al. Jerozolimskie 96, is the controller of personal data provided by you in the recruitment applications. Your personal data will be processed in accordance with the Personal Data Protection Act of 29 August 1997 (Journal of Laws 2002, No. 101, item. 926 with further amendments) for the purpose of existing and future recruitment processes. Please be advised that in scope of recruitment process your personal data will be processed by the controller and sub-processors located outside European Economic Area including India's entity. Data processing might include voice recording. Data submission is voluntary. Every person has the right to access their data in order to correct it or delete it"

Please include following statement in your application:

"I hereby authorize Capgemini Poland Sp. z o.o. to process my personal data included in my job application for existing and future recruitment processes (in accordance with the Personal Data Protection August 1997, Journal of Laws 2002, No. 101, item. 926 with further amendments).I also authorize Capgemini Poland Sp z o.o. to sub-process my personal data outside European Economic Area including India's entity, which may also include Capgemini's clients within and outside of EEA."

We protect your privacy. We kindly inform you that we contact only chosen candidates. The recruitment process is conducted in accordance with the principles of equal treatment in employment, Labor Code, Chapter IIa, Art. 183a- 183e.

**Data oferty:** 08-02-2018  
**Data ważności:** 22-02-2018