

Oil and Gas Project Director

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Company: Chronos Consulting

Location: Nigeria

Category: computer-and-mathematical

Job Description

Project Director – Nigeria

POSITION SCOPE

Will be responsible for leading teams to deliver project(s) that span across one or more business units.

Manage resources, schedules, financials and adhere to control guidelines throughout the full systems development life cycle.

This also includes management of issues, risks and project change requests to ensure successful and on-time project delivery.

Contribute to process improvement initiatives as it relates to improving project delivery.

PRINCIPLE RESPONSIBILITIES

Provide on-site leadership for project team by building and motivating team members to meet project goals, adhering to their responsibilities and project milestones.

Full project life cycle ownership: successful project delivery will include full implementation from initiation to deployment for one major or several minor initiatives simultaneously.

Manage all aspects of multiple related projects to ensure the overall program is aligned to and directly supports the achievement of strategic objectives.

Report on project success criteria results, metrics, test and deployment management activities

Work creatively and analytically in a problem-solving environment demonstrating teamwork, innovation and excellence.

Participate in establishing practices, templates, policies, tools and partnerships to expand and

mature these capabilities for the organisation.

Prepare estimates and detailed project plan for all phases of the project.

Procure adequate resources to achieve project objectives in planned timeframes.

Manage the day-to-day project activities and resources and chairs the project management team meetings.

Monitor staff performance and complete performance reviews.

Provide status reporting regarding project milestones, deliverable, dependencies, risks and issues, communicating across leadership.

Understand interdependencies between technology, operations and business needs.

Demonstrate a functional acumen to support how solutions will address client goals while maintaining alignment with industry best practices.

Manage project scope and changes.

Participate and/or drive feasibility studies, vendor selections and proposals for evaluation by appropriate key stakeholders.

Act as an internal quality control check for the project.

Manage ongoing quality control and participate in quality issue resolution.

Assist in dispute, negotiation, arbitration or litigation, as needed.

Support formal/informal schedules to manage the engagement contract.

Define the Statement of Work and Specifications for the requested goods and services.

Develop and manage all aspects of project and program engagement from planning, external vendor relationships, communications, resources, budget, change, risks and issues.

Set and continually manage project and program expectations while delegating and managing deliverable with team members and stakeholders.

Technical Effort Management – Strong leadership, diplomatic and motivational skills including the ability to lead up, across and down multiple business and technology organisations.

Proven ability to work creatively and analytically in a problem-solving environment demonstrating teamwork, innovation and excellence.

Build and maintain relationships by engaging business leaders to establish credibility, solve problems, build consensus and achieve objectives.

Excellent leadership, communication (written, verbal and presentation) and interpersonal skills.

Self-motivated, decisive, with the ability to adapt to change and competing demands.

Research best practices within and outside the organization to establish benchmark data and use continuous process improvement disciplines to achieve results.

Experience drafting and submitting budget proposals and recommending subsequent budget changes where necessary.

Experience in successfully leading projects and programs to on-time, on-schedule and within budget close.

Experience leading, motivating and managing various project and program team sizes, including internal and external resources, while holding team accountable for performance.

Strong experience presenting to executive sponsors and demonstrated communication skills; both written and oral with technical and non-technical staff, all levels of management.

Experience influencing and gaining buy-in from executives, team members, stakeholders and peers.

Team-building skills with technical and non-technical staff.

Experience working both independently and, in a team-oriented, collaborative environment.

Flexible with proven ability to conform to shifting priorities, demands and timelines through analytical and problem-solving capabilities.

Technically competent with various software programs.

Communication –

Facilitates team and client meetings effectively.

Holds regular status meetings with the Project departments.

Keeps Project team well informed of changes within the organization and general corporate news.

Delivers engaging, informative, well-organized presentations.

Resolves and/or escalates issues in a timely fashion.

Understands how to communicate difficult/sensitive information tactfully.

EXPERIENCE/ QUALIFICATIONS

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