**JOB DESCRIPTION – PRODUCT INNOVATION – PROJECT MANAGER**

Company: Pagatech Limited

Sector: Financial Institution

Location: Lagos, Nigeria

Career Level: Senior Associate

Reports into: Head, Product Innovation

Experience: Minimum of 5 years of relevant experience

**SUMMARY**

The Product Innovation team owns the innovation cycle at Paga. Our goal is to deliver innovative solutions that are valuable, usable, fit with our market and aligned with accomplishing the company’s mission. We are also tasked with increasing the profitability of existing products and innovating internally to help other teams accomplish their goals.

As a Project Manager on the team, you will play a critical role to our success. You will be the point person responsible for the successful delivery of all projects on time. You will assume responsibility for projects following the approval stage and collaborate across departments to successfully deliver the agreed upon project scope.

The successful Project Manager is one who is able to juggle multiple projects at the same time with a focus on the big picture and very detailed. The person has to have strong organizational skills and must be able to work through others even when they do not report directly into you. The project manager takes responsibility for broadly defined projects and is able to successfully manage their implementation on time and within budget.

You must be able to communicate well and often with team members and management, making sure to highlight any issues or problems as they arise. You must also be able to breakdown and plan work for the purposes of resource allocation and costing.

Additionally you must be someone who cares about others, relatable, trustworthy, takes initiative, calm under pressure, and have great communication skills – verbal, non-verbal, and written.

**PRIMARY RESPONSIBILITIES**

- Take a point role within the Product Innovation team – organizing the work of the team, tracking and ensuring on time delivery within budget
- Own and manage the product development lifecycle by working closely with our Engineering
and Quality Assurance teams.

- Work closely with the Head of department and CTO to prioritize our work pipeline.
- Ensure the smooth running of the Product Innovation team
- Liase with various departments that have requests for the Product Innovation Team
- Leading a team to execute on the day to day functions
- Contributing to the development of team members – instilling project discipline across the team

**Key Competencies**

- Uses consistent methodology to manage projects
- Attention to detail - Is well organized and efficient
- Initiative and curiosity
- Empathy
- Exhibits consistent good judgment in decisions and interactions
- Effectively organizes and motivates teams
- Breaks down projects into reasonable subsets of work and activities
- Consistently follows up on progress, issues and activities
- Is able to see issues through to resolution
- Has strong written and oral communication skills
- Interacts with clients on various aspects of project
- Has a track record of consistently delivering projects on time

**Knowledge and Skill Requirements**

- 5+ years of relevant experience
- Project management within a structured technology delivery environment
- Strong with Project management frameworks and tools.
- Strong with Excel and data analysis
- Strong written and presentation skills a plus
- Bachelor’s degree with a first class a strong plus
- Must have completed the mandatory NYSC

Contact: cukwuegbulem@pagatech.com or send CV and cover letter to resumes@pagatech.com. Email subject should be “Product Innovation – Project Manager role at Paga”