



## Head of Projects Management

8.18 Consulting is looking for a **Head of Project Management** on behalf of **Stamina Sales and Outsourcing**. Stamina believes that strength is more important than speed in achieving success. The company specializes in trainings, services, and outsourcing, helping businesses optimize their processes. Since 2022, Stamina has been an official partner of Pipedrive CRM, assisting companies in streamlining their sales efforts.

### Responsibilities:

#### Team Leadership and Development

- Lead and develop the Project Management team.
- Oversee recruitment, onboarding, and mentorship of PM team members.
- Design and implement training programs to enhance the team's expertise in Pipedrive CRM, sales analytics, and strategy development.
- Assign projects to team members based on experience and workload.

#### Project Management and Execution

- Analyze clients needs to develop tailored solutions.
- Create detailed action plans, set clear milestones, and ensure adherence to deadlines.
- Develop comprehensive Technical Requirement Documents (TORs) for CRM implementation projects.
- Monitor the effectiveness of sales plans and strategies.
- Oversee Pipedrive CRM implementation, ensuring timely delivery, client configuration, and seamless execution.
- Conduct client meetings to present project results, gather feedback, and maintain transparency.

- Manage the financial aspects of projects, ensuring accurate and timely payments.

## **Client Relationship Management**

- Serve as the primary contact for clients, ensuring rapid problem resolution and client satisfaction.
- Collect and analyze client feedback to improve project processes and service quality.
- Identify and implement upselling and cross-selling opportunities to provide additional value to clients.

### **Requirements:**

- 4+ years of experience in project management.
- Bachelor's degree in Management or a related field.
- Hands-on experience with CRM and project management systems.
- Proficiency in English.
- Strong analytical and mathematical skills.
- Experience in team leadership and management.
- Excellent communication and multitasking skills.
- Advanced proficiency in Microsoft Excel.
- High sense of responsibility and ability to meet deadlines.

**To apply, send your CV to [818specialedition@gmail.com](mailto:818specialedition@gmail.com)**