

Business Unit	Area 2
Job Title	Project Manager, Belgium
Reporting To	Support Director
Location	Belgium

Job Purpose

- Lead the project from start to finish
- Responsible for the various phases, from the translation of user needs into functional and technical specifications, to the user requirements, and the start of production.

Main Objectives & Activities

- Take charge of the project from the specifications to the user requirements and its deployment
- Follow the design of the project (customer need, functional specification, subdivisions, deliverables, all criteria ...)
- Manage the project by constituting, organizing, coordinating and animating the project team according to the specifications (client request, budget, deadlines...)
- Deliver the project to the level of quality expected by the client
- Ensure the profitability of the project
- Follow up with clients

Specific activities

- Negotiate services with suppliers
- Participate in the development of responses to calls for tenders
- Evaluate and advance the professionals working on your project
- Review and assimilate the levels of commitments reflected in the contract

Required Knowledge & Experience

- Detailed knowledge of payments industry : card payment/terminal acceptance
- Programming knowledge experience : Linux and/or, Android.
- Specifications
- Quality approach
- Functional area
- High level understanding of cryptography : symmetric, asymmetric, certificates, key exchange,...
- Business requirements
- Project Management
- Meeting facilitation and writing skills

Autonomy and Decision-Making Responsibilities

- As directed by the Support Director to represent Castles at senior level to internal and external customers.

Internal & External Contacts

- C-Level key customer contacts and sales teams.
- Castles senior management team
- Sales staff
- Technical Team

Key Deliverables

- Deliver projects to successful completion

This Job Description will be kept under review and may be amended from time-to-time following consultation with the post holder, to reflect organisational needs.

Agreed:

Name _____ Signature _____ Date _____