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## Project Management (IT)

Mavorion Systems Pvt. Ltd. is seeking a few energetic and talented individuals for the position of Mid-Level Project Manager at its Kathmandu office to add to the teams working on several interesting and challenging projects.

### Responsibilities

- Project Planning (Resource, Requirement, Release and Review)
- Develop a detailed project plan to monitor and track progress
- Measure project performance using appropriate tools and techniques
- Report and escalate to management as needed
- Create and maintain comprehensive project documentation.
- Perform risk management to minimize project risks
- Develop comprehensive project plans to be shared with staff members.
- Delegating tasks on the project to employees best positioned to complete them.

### Requirements

- Strong technical skills and a solid understanding of software development.
- Analytical, Problem-solving and Leadership skills
- Experience with project management software tools (Jira, MS project, Asana)
- Good knowledge of the Agile method of software development
- Prior experience as Scrum Master
- Good experience in the Software development process
- Good communication skills with fluency in English – written and verbal.
- Ability to guide and coach team members.
- Solid organizational skills including attention to detail and multitasking skills
- At least a Bachelor's Degree in the appropriate field of study
- Proven 2 to 3 years working experience in project management

### Contacts

If you have further queries, please reach out to our HR team.

Human Resource Department  
Mavorion Systems Pvt. Ltd.  
26/15 Samata marga, Baluwatar  
Kathmandu 44616, Nepal

Mavorion Systems Pvt. Ltd.

**Title:** Project Management

**Position:** Mid-Level

**Experience:** Min. 2 Years

### Job Location

Kathmandu, Nepal

### Date posted

March 4, 2024

### How to Apply

Before you apply, please ensure you have with you an updated CV/Resume that you can upload. While not mandatory, a cover letter is highly recommended.