

**About Eversheds Sutherland:**

Eversheds Sutherland represents the combination of two firms with a shared culture, values and commitment to client service excellence. We are each known for our commercial awareness and industry knowledge and for providing innovative and tailored solutions for every client.

As a full service law practice, we act for the public and private sector across the UK, Europe, Middle East, Africa, Asia and the US providing legal advice to clients across the Company Commercial, Employment, Labour & Pensions, Litigation and Dispute Management, and Real Estate practices.

With **74 offices** across **35 countries** worldwide, we have become one of the largest law practices in the world and a great place to work and develop your career.

**Europe**

We have offices in Austria, Belgium, Finland, France, Germany, Ireland, Italy, Luxembourg, Netherlands, Nordics and Baltics, Portugal, Spain, Sweden, Switzerland and the UK. We deal constantly with large-scale projects involving multiple jurisdictions as well as countless day-to-day activities that help our clients manage their operations across the world.

We have local knowledge, combined with an international overview, and complex European work is handled by some of the leading lawyers in the business. Our multi-office structure also gives us the flexibility to apply creative and competitive pricing solutions. From our European offices, we specialize in many areas. These include: banking, litigation/international arbitration, competition and regulatory, tax, financial services (including insurance, pensions and funds advisory), M&A and private equity, major international infrastructure projects.

In addition, we have experts in sectors such as real estate, consumer, energy and transport and technology

<b>PG/IO Team:</b>	International Operations
<b>Position Type:</b>	Contract - Inside IR35 - initial 6 month contract.
<b>Location:</b>	Birmingham - 2 days per week, the rest Working from Home
<b>Role Name:</b>	Project Manager - Finance & HR Systems
<b>Reports to:</b>	Programme Manager - Finance & HR Systems
<b>About the Role:</b>	Eversheds Sutherland are seeking an experienced IT Project Manager to join our existing Project delivery team. You will be reporting to the Programme Manager for Finance & HR systems and responsible for the day to day delivery of a number of high profile/critical projects.

<b>Key Responsibilities:</b>	<ul style="list-style-type: none"> <li>• Responsible for the full project lifecycle through design, planning, build, deployment and lessons learned.</li> <li>• Responsible for the day to day management of 3<sup>rd</sup> parties and internal team members working on the delivery of the project.</li> <li>• Creation and ownership of MS project plans, identify and understand dependencies and ensure realistic delivery dates. Report progress against baseline for key milestones.</li> <li>• Creation and ownership of the project RAID log, responsible for the ensuring the resolution of all issues and the identification of mitigations for risks.</li> <li>• Responsible for ensuring engagement of key stakeholders and keeping them engaged and up to date with project progress.</li> <li>• Understand and communicate technical solutions and designs to both technical and non-technical audiences.</li> <li>• Working closely with IT, business and 3rd party vendors to understand requirements and deliver effective designs.</li> <li>• Responsible for reporting of the project status, planning and budget management.</li> <li>• Manage, motivate and monitor cross functional teams.</li> <li>• Responsible of handover of solutions to support teams (internal and external) as part of service introduction along with production of relevant handover documentation.</li> </ul>
<b>Skills &amp; Experience</b>	<p>Essential:</p> <ul style="list-style-type: none"> <li>• 5 years + experience in delivering projects related to the implementation of new systems into organizations</li> <li>• Prince 2 certified</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>• Experience of working with external suppliers including large outsource providers</li> <li>• Previous experience of working within the professional services sector (Legal)</li> <li>• Experience of cloud technologies, SAAS services</li> </ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Effective leadership, interpersonal and communication skills</li> <li>• The ability to command respect and to create a sense of community amongst the members of the project teams</li> <li>• Good knowledge of techniques for planning, monitoring and controlling projects</li> <li>• Good understanding of the procurement process including negotiation with third parties</li> <li>• Ability to go to a low level of understanding in terms of the business requirement and the suitability of the solution.</li> <li>• Good knowledge of programme and project management methods</li> </ul>

	<p>including MSP and PRINCE2</p> <ul style="list-style-type: none"><li>• Good knowledge of budgeting and resource allocation procedures</li><li>• The ability to find ways of solving or pre-empting problems</li></ul>
<b>Recruitment Process</b>	<ul style="list-style-type: none"><li>• Selection of suitable candidates via CV</li><li>• Telephone interview</li><li>• Face to Face interview</li><li>• Appointment</li></ul>