

## **Project Consultant**

### **Job Description**

- Prepare system for walkthrough
- Conduct requirement gathering
- Prepare SRS & walkthrough with customer
- Design solution to fulfill customer requirement
- Prepare customization list and detailed design for development team
- Monitor development progress
- Perform testing on system prepared
- Prepare training slides
- Conduct training
- Prepare User Guide
- Prepare UAT test script
- Conduct UAT & maintain UAT issue list
- Prepare master data template
- Upload master data to system
- On-site support & maintain go live issue list

### **Job Requirements**

- Diploma, Bachelor's Degree of IT or business discipline, or background in technology environment delivering solutions or projects
- Excellent project management skills and high-quality successful project delivery experiences
- Strong coordination and communication skills to manage project team activities
- Good sense of problem locating, priority, and time management
- Result oriented, with strong analytical and problem-solving capabilities, able to drill down to details to ensure the progression for the respective projects
- Good reporting/documentation skills to ensure timely, clear, and concise information flow among all stakeholders
- Passionate and able to multitask and learn in a fast pace environment, comfortable to face with urgent requests with clear mindset of processes
- Technical skills/background in network/system is added advantage
- At least 3 Year(s) of working experience in the related field is required for this position.
- Required Skill(s): WMS, any ERP such as SAP, Dynamic, Oracle, TMS etc.
- Preferably Senior Executive specialized in IT/Computer - Software or equivalent.