

Tellumat
VACANCY
PROJECT MANAGER
TECHNOLOGY DIVISION
CAPE TOWN

Tellumat (Pty) Limited, a leader in business delivering competitive technology solutions to the Communications, Defence and Contract Manufacturing markets worldwide, requires a **Project Manager** for the **Technology Division**.

Minimum Requirements:

- 3 years experience in planning & managing complex projects in the military and/or commercial environment
- 1 years experience using project management tools (e.g. PSNEXT, MS Project, etc)
- Computer Literacy (Word, Excel, Outlook, etc)
- Code 08 Drivers License

Recommended competencies/skills:

- Project Management Diploma or equivalent
- Product development experience an advantage
- Ability to manage teams to meet challenging targets
- Ability to communicate and set clear, realistic goals
- Good administrative skills
- Must be able to work under pressure
- Attention to details and accuracy
- Excellent reporting skills
- Good Customer orientation

Key responsibilities include *inter alia*:

- Planning and implementation of projects
- Ensure that project are kept within budget
- Ensure that delivery dates/time scales are adhered to
- Management of risk to ensure adherence to project management methodology & quality
- Develop and maintain effective client relationships
- Coordinate multi-disciplinary teams to ensure the smooth running of the project

To be considered as an applicant for this position, please apply online or email comprehensive CV to mkemp@tellumat.com or fax to (021) 710 2189 by no later than **Monday 15th of December 2008**.

Correspondence will only be with short-listed candidates.

Employment Equity will be considered when making the appointment. Should we not find a suitable designated candidate, we will consider applicants from the non-designated group.

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