



<https://www.unimasconsulting.com>

Job Title: *Project Intern: Management Consultant*

Location: *Singapore*

Commented [M1]:

- Are you great with problem solving ?
- Do you have super curious mind ?
- Do you want to work on some extremely challenging, learning and exciting global/regional projects with a global brands and clients?
- A great learning opportunity

Do you want to work for the one of the most Agile, Exciting and Professional firm in Management Consulting and Digital Transformation Strategy Consulting and Services industry ?

Are you keen to make a huge difference with you great enthusiasm, creativity, initiative and experiment with great freedom to be part of a growth story ?

Are you interested in helping international client, Local and SME business clients to solve their business problems with a results oriented Team of professionals? And are you the type of person who enjoys an integrity focused, fast-paced, entrepreneurial, innovative, professional and vibrant environment? Then we'd like to hear from you!

Introduction: Unimas Consulting is a Singapore Enterprise, providing Independent Consulting Services in Digital Transformation Strategies, Process re-engineering. We are looking for a Self-Driven individual with potential to be a star in our Management Projects consulting team.

Job responsibilities / Requirements

- Project management, Tracking Project Milestones and Solutions delivery
- Participating in the full lifecycle of a project: from gathering and understanding the end-user needs, creating the functional design, architecting the solution, supervising the detailed technical design and implementation, to preparing and executing the functional and product tests before the handover
- Providing consistent and clear communication between all project stakeholders, team members and client, Maintaining project documentation, minutes, trackers, assessments.
- Liaising with clients to identify and define project requirements, scope, and objectives.
- Participating in the development of strategies, operating models (i.e., organizations & processes), roadmaps and business cases to developing Unimas's research and knowledge capital and practice methodologies
- Participating in business development efforts to secure new projects with new and existing clients
- Closely following the strategic direction set by senior management when establishing near term goals.
- Assisting the sales department in creating proposals for prospects or existing client
- Determining the approach to be used on a project
- Leading Project review meetings, Facilitating daily stand-up meetings
- Providing status reports to the executive sponsor or other stakeholders as required
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What are we looking for :

- A curious mind keen to learn and contribute
- Excellent communication and interpersonal skills,
- Eye for details,
- Likes to get his hands dirty
- Good computer skills – especially MS office, Excel, Powerpoint, preferred - Tableau/PowerBI and Python queries.