



Data Site Inc.

Company Profile

Datasite is a boutique top level company with a global reputation for delivering specialised critical infrastructure support systems in advanced high-tech facilities.

Datasite monitoring systems are currently in place in Data Centers across 4 continents with exponential business growth; including the exciting new field of Data Center specific power generation plants.

Contact

Interested candidates please contact:

<https://datasiteinc.com/>

Michael Cione

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Position:

Sr. Project Management Officer

Location:

North America

Role Summary:

This is a fully remote position and a lead role within our PMO. Responsibilities will run the full scope of our projects and workflows and will oversee the whole organization. There are some minor HR and inventory management responsibilities as part of this role, so experience there will be greatly desired.

Key Responsibilities:

Project Oversight: Maintains best practices and documentation for project status and strategy, ensuring projects are completed on time and within budget

Collaboration: Works with leaders across departments to ensure all teams have the resources needed to complete projects effectively

Financial Analysis: Analyzes financial information to keep projects on track and within budget. Track purchase orders

Communication: Provides guidance and direction to project leaders, ensuring alignment and understanding of project goals

Inventory Management: Gives oversight to the procurement and storage of project equipment. Maintains lists of current physical inventory and assets. Track orders and ensure delivery of key materials

International Resources: Manage personnel and teams across the world. Including recruitment, compensation and benefits, employee relations, etc.

Leadership: Give guidance to jr team members and lead the PMO of the organization

Minimum Requirements

Project Management Expertise: Strong understanding of project management methodologies (e.g., Agile, Kanban, etc.) and tools

Leadership Skills: Ability to lead and motivate project teams, ensuring effective collaboration and communication

Analytical Skills: Proficient in analysing project data and financial information to make informed decisions

Interpersonal Skills: Excellent communication skills to interact with various stakeholders and facilitate project success

Education: A bachelor's degree in business or engineering with relevant experience.

Desired Qualifications

Experience: Smartsheets for project management and reporting. Integration of AI tools into project workflows. 5+ years of project management or related experience

What's on Offer:

- Competitive salary
- Medical, Dental, Vision
- A boutique, dynamic and exciting team with projected growth
- Exciting projects on the leading edge of the dynamic Data Center industry.