

# UBIWAY IS LOOKING FOR A SENIOR PROJECT MANAGER

## A) CONTEXT OF THE MISSION

Ubiway is an active group of 5 companies operating in distribution (AMP, kariboo!, Burnonville, Alvadis) and retail (Ubiway Retail).

Following its acquisition by bpost in 2016 and the review of its strategy, a number of strategic initiatives have been launched and are crucial to realisation of its 2017 & 2018 objectives. Many of these require coordination across Ubiway and bpost stakeholders.

Next to that, Ubiway also has a significant portfolio of ongoing projects that require attention and follow-up to manage existing operations and expansion.

In this context, it is looking for the support of a Senior Project Manager to assist its Executive Committee.

## B) MAIN RESPONSIBILITIES

The Senior Project Manager has the full responsibility for all the projects (major milestones, deliverables on time ...) and is responsible for his/her team of project managers :

- Ownership of project along the different stages (concept-, design-, validation- and industrialization phase)
- Communicate and convince, throughout the company
- Ensure proper timing as well as planning management
- Follow up on project status and monitor progress continuously
- Initiate and coordinate weekly project review meetings in the role of a core team leader with cross functional teams
- Ensure and facilitate good connection in between all services and functions involved in each project
- Present project progress and needs to senior management

## C) STRATEGIC RESPONSIBILITIES 2017/2018

- Assist & foster the change management process within the Ubiway group, engaging the organisation in its evolution towards a performance oriented culture (reporting, dash-boarding, KPI management, team-dynamics, promoting initiatives, ...)
- Lead strategic projects/programs
- Coordinate project portfolio activities and resources
- Act as SPOC for Corporate strategy topics
- Assist the CEO & Executive committee in the roll-out of the group's strategy into a concrete roadmap for change in the Post-Acquisition context
- Promote & foster collaboration across the group's business units and functions

## D) THE IDEAL CANDIDATE PROFILE

- Strong consulting profile with minimum 8-10 years of experience in project & performance management
- Experience and knowledge of change management principles, methodologies and tools is an important aspect
- Capable to easily interact and challenge senior management stakeholders
- Resilient and tenacious with a propensity to persevere
- Strong experience in change management and project management methods
- Flexible and adaptable; able to work in ambiguous situations throughout functions and business units
- You are flexible. You have a healthy dose of assertiveness. You have a team oriented working style, with proven track record in organization and planning skills. Your approach is positive and energetic, with a "can-do" attitude
- Capacity to build strong relationships with key business stakeholders
- Languages : bilingual Dutch/French. English is a plus
- Education : Master level either in Information Technology or Business Administration experience
- You have great presentation and negotiation skills. You have technical knowledge and passion for technique
- You have knowledge in automotive project management and processes. You can motivate and lead huge cross- functional and intercultural teams

Location: Anderlecht, company Head Quarters

Reporting to CEO (Nicolas Meire)

## E) WHAT DO WE OFFER

After a thorough training within our organization, you start in an exciting, challenging position. We offer:

- a nice working environment that encourages teamwork
- an open and dynamic mentality
- a range of training initiatives and a job with growth opportunities
- a competitive salary and extralegal benefits such as group insurance, hospitalization insurance, meal vouchers, company car....