



Flexiti Financial

Flexiti has reimagined point-of-sale (POS) consumer financing to drive sales for retailers in-store and online. Through our award-winning platform, we deliver a POS financing experience across any device that is customer-centric, simple and intuitive. Without the need to integrate in to existing POS systems, retail partners can easily offer the same fast and paperless financing solution across all retail locations and sales channels to increase revenue and build loyalty through repeat purchases. With high approval rates, innovative products and services, flexible promotional offers and a partnership-first approach, Flexiti is helping people improve their lives through better financing. For more information, visit www.flexiti.com.

Project Manager

Flexiti Financial is looking for a Project Manager to join its Operations team. This is a highly visible role within the organization and will have the opportunity to work with the business on significant, institute-wide projects that support strategic goals of Flexiti Financial. This is a wonderful opportunity for individuals looking to for growth and become an important contributor to an exciting up-start.

Responsibilities

- Ensure the effective delivery of projects collaborating with all functional business units to achieve strategic, tactical and project goals. Responsible for the full range of activities required to effectively deliver the project.
- Define the project requirements and objectives, develop the project plan, coordinating the efforts of team members, lead the development and implementation as well as oversee the quality control.
- Responsible for all business communication, documentation and overseeing the project from conception to deployment throughout project's life cycle.
- Work directly with Business to define project requirements and objectives.
- Create and maintain project schedule.
- Develop project plans and specifications, estimate time requirements, establishing deadlines, monitoring milestone completions, tracking all phases of the project lifecycle, provide timely reporting of issues that impact project progress, coordinating actions and resolving conflicts.
- Conduct project meetings, regularly review project objectives, deliverables and deadlines.
- Prepare detailed requirements, specifications, flow charts and diagrams.
- Proactively manage changes in project scope, identify potential crisis and devise contingency plans
- Assists in defining test conditions
- Conduct post mortems meetings and create a recommendations report to help identify successful and unsuccessful project elements
- Reviews deliverables prepared by team before passing to business
- Effectively applies our methodology and enforces project standards
- Ensures project documents are complete, current, and store appropriately
- React to project adjustments and alteration promptly and efficiently
- Perform other ad hoc projects as required.

Qualifications



- A minimum of five (5) years' experience in project management with lead or manager responsibilities strongly preferred
- Demonstrated ability to effectively manage projects and facilitate teams to achieve quality solutions
- Demonstrated ability to manage, lead, and motivate people
- Demonstrated excellent written and verbal communications skills and ability to facilitate work groups
- Strong interpersonal skills
- Experience at working both independently and in a team-oriented, collaborative environment is essential
- Producing project feasibility reports
- Translating client requirements into highly specified project briefs
- Ability to effectively prioritize and execute tasks in a high-pressure environment is crucial
- Ability to read communication styles of team members who come from a broad spectrum of disciplines
- Adept at conducting research into project-related issues and products
- Project Management Certification – PMI, PMP (preferred)
- Bonus – experience working in a startup