



## PROJECT MANAGER | JOB DESCRIPTION

<b>Job Title</b>	Project Manager
<b>Location</b>	15 Le Quang Hoa, Hoa Xuan, Cam Le, Da Nang
<b>Term</b>	Full-time
<b>Level</b>	Middle
<b>Salary</b>	Up to 40M Gross

### I. Role

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- Oversee software project management to ensure timely delivery, quality standards, and budget adherence.
- Regularly report project progress to stakeholders, ensuring all information is accurately updated.
- Build and maintain a positive, motivated, and professional working environment for the development team.
- Facilitate project meetings, including routine updates and problem-solving discussions.
- Develop and manage the project plan, detailing timelines, budget, and resource requirements.
- Address and resolve issues that arise during project development.
- Monitor the software development process to ensure adherence to processes and standards.

### II. Qualifications

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- Minimum 3 years of experience in a similar role, with experience managing projects involving teams of 10+ members and Japanese client-based product projects.

- Strong foundational knowledge in software development.
- Proficiency in at least one project management methodology and familiarity with others (e.g., Agile/Scrum, Waterfall).
- Excellent task management, process oversight, and problem-solving skills.
- Proven ability to build and lead effective teams.
- Proactive with strong stress management abilities.
- Proficiency in Japanese is a plus.

### III. Benefits

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- Working time: 9 AM – 6 PM, Monday to Friday (flexible hours as long as productivity is ensured).
- Remote work policy allows up to 2 days per week.
- Review salary every 6 months, 13th-month salary and receive a benefit bonus twice a year.
- Good career development opportunities with interesting and challenging projects.
- Entitled to social insurance, health insurance, and unemployment insurance as regulated by the government.
- Team building, bonding activity, happy hours, monthly birthday party, training course.
- Bao Viet Insurance; Annual healthcare check.
- Dynamic and flexible environment with positive teammates.
- Entitled to other benefits according to company policy.

#### Contact us to apply

Submit your CV to the following emails: [ngoc.ttx@picontechnology.com](mailto:ngoc.ttx@picontechnology.com),  
[linh.lk@picontechnology.com](mailto:linh.lk@picontechnology.com)

**Subject of application:** [Position applying for] - [Your Name]