

# Project Manager – SAP HR

Our client has an immediate contract need for Project Manager to work on moving their SAP HR system to a company specific cloud system.

## Responsibilities:

- Managing large amounts of data and communicating with stakeholders on status action items on various projects.
- Working on integrating and migrating the data to the new Cloud based system.
- Help manage project timelines and documentation and coordination with sponsor on various meeting and status updates.

## Requirements:

- 3+ years of overall experience with SAP.
- SAP-HR experience is a must.
- Experience with SAP Technical support.
- Experience with Employee Central preferred.
- A self-starter, go getter is a must.
- Excellent verbal and written communication skills.
- Highly organized and detail oriented.
- Possess strong cross team/group/organization collaboration skills; ability to foresee and analyze project risks, develop risk management plan and mitigate subsequent issues.
- Experience running meetings and producing meeting notes & action items for team standups, team troubleshooting sessions and sponsor meetings.
- Project reporting including monthly budget forecasting, weekly reports, monthly reports, issues & risks dashboards, and decision tracking.
- PMP certification is a plus, but not required.

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