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Senior Project Manager I

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Company: HCLTech

Location: Japan

Category: other-general

PM responsibilities 1. Project Planning and Execution: o Develop a comprehensive project plan outlining tasks, timelines, and resource requirements for upgrading the Com platform to version 4.2.1.0 Coordinate with stakeholders to define project scope, objectives, and deliverables and ensure close alignment with global Digital&IT team. o Lead the execution of the project plan, monitoring progress and addressing issues to ensure successful implementation.2. Vendor Management: Collaborate with local EC Cube vendors to ensure alignment on project requirements, timelines, and deliverables. o Manage vendor relationships, including providing direction, resolving issues, and overseeing contractual agreements.3. Brand Site Management: Oversee the upgrade process for multiple brand sites within the EC Cube eCom platform, ensuring consistency and quality across all sites.o Coordinate with brand stakeholders to gather requirements and implement site-specific enhancements as needed.4. Payment Gateway Renewal:o Lead the renewal of payment gateways within the EC Cube eCom platform, ensuring compliance with security standards and optimizing payment processing capabilities.o Coordinate with payment gateway providers and internal teams to implement necessary updates and configurations.5. Integration with SAP ECC Backend:o Collaborate with the SAP Center of Excellence (CoE) in Europe and global SAP partners to ensure seamless integration between the EC Cube eCom platform and SAP ECC backend.o Manage minor changes to the SAP system, coordinating with SAP stakeholders to minimize disruptions to the project.6. End-to-End (e2e) Testing: Lead the planning and execution of end-to-end testing to validate the functionality, performance, and reliability of the upgraded EC Cube eCom platform.o Collaborate with stakeholders to

define test scenarios, scripts, and acceptance criteria.o Coordinate testing activities, manage defects, and ensure timely resolution to meet project milestones.7. Collaboration with Local Business:o Work closely with local business stakeholders to understand their requirements and ensure alignment with project objectives.o Facilitate communication and collaboration between the project team and local business stakeholders to drive project success.8. Project Steering Group Meetings:o Organize and facilitate project steering group meetings, providing updates on project progress, key decisions, and upcoming milestones.o Collaborate with steering group members to address challenges, make informed decisions, and ensure project alignment with organizational goals.9. Risk Management:o Identify potential risks to project success and develop mitigation strategies to address them.o Proactively monitor project risks and escalate issues as needed to ensure timely resolution.10. Communication and Reporting:o Provide regular updates to stakeholders on project progress, including status reports, milestone achievements, and upcoming tasks.o Facilitate communication between project team members, vendors, and stakeholders to ensure alignment and transparency.

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