

- **Functional:**
 - Conduct orientation sessions for the staff
 - Conduct Monthly visits to the site areas (or when ever required by the project)
 - Develop, implement, and monitor training programs within an organization.
 - Supervise technical training for staff

- **Managerial:**
 - Supervise the staff
 - Conduct Daily/Weekly review sessions with the team

- **Organizational:**
 - Strategize the completion of KPI's and the strategy
 - Achieve operational objectives by contributing information and recommendations to strategic plans and reviews.

EDUCATION

Preferably Bachelors in Business Administration from an accredited university.

EXPERIENCE

At least 3 to 4 years' experience in Project Management.

REQUIRED SKILLS

- Excellent written and verbal skills
- Efficient in leading a team
- Strong decision-making skills
- Proficient use of MS Office