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thyssenkrupp

At thyssenkrupp we have more than 160,000 employees in nearly 80 countries and annual sales of €43 billion. We are active in automotive engineering, logistics, plant technology, steel production and much more. We work in large and small businesses all around the world – but we always work together. We have over 200 years of experience in industry and the latest cutting-edge technology. We have a position that's right for you, that piques your interest, and that puts your skills to the test.

## Senior PMO Specialist

thyssenkrupp Group Services Gdańsk, Location: Gdańsk

thyssenkrupp Group Services Gdańsk is a **global competence and development center** aimed at bundling and standardizing business processes for thyssenkrupp companies worldwide. We provide services in the areas of Finance & Accounting (FI), Human Resources (HR), Information Technology (IT), and Procurement (PRO). As thyssenkrupp Gdańsk we are a part of Global Shared Services Centres and one of the biggest SSC in Tricity. We are located in a modern Gdańsk office overlooking the sea.

### Responsibilities:

- Supporting project managers in project planning and implementation - especially with regard to methodological and structuring issues
- Taking action on extensive tasks in projects and making a significant contribution to the fact that the project management can concentrate on their actual core tasks
- Creating your own management reports and PowerPoint presentations and, if necessary, presenting the results to the project groups
- Planning and moderation of project workshops independently and ensuring that the desired goals are achieved
- Advising project management on a wide variety of issues, acting as an independent sparring partner with regard to the project approach and methodology
- Setting up internal project communication structures and continuously developing them within the project, as well as managing collaboration tools, e.g. Jira
- Tracking project costs and setting up the project budget, reviewing business cases
- In large projects, taking responsibility for individual areas within the PMO team - such as risk management

### Your profile:

- Bachelor's/Master's degree in business administration or a similar course
- Fluent English (**min.** C1)
- Fluent German (**min.** B2) would be an asset
- Several years of experience in supporting (large) projects in the corporate environment - also from the perspective of an external service provider
- Professional PM know-how, evidenced by min 1 relevant PMO certificate (Agile, ITIL, Prince2, PMP, Scrum); ability to find efficient solutions for a wide range of project issues
- Willingness to work, resilience and ability to act calmly and purposefully even in a hectic environment
- Well-versed in using Jira, Confluence, Kanban, Scrum, MS Office Proficiency (PowerPoint with EE and TC, Excel macros, MS Word, Outlook)
- Inherent interest to improve methods and processes

### What we offer you

- **Attractive working conditions and social benefits:** sports cards (MultiSport & CityFit), funding of cultural and sports activities, Lux Med private medical care, annual bonuses, relocation package
- **Talent and development programs aimed at developing technical and soft skills:** co-financing postgraduate studies, German language classes, High Potential Development Program, Leadership Program and Academy
- **"Open door" culture - work in international environment, friendly working atmosphere:** home office possibility till the end of pandemics, flexible working hours

### Contact

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