We are seeking a Project Manager to become an integral part of our team! The role of a Project Manager (PM) plans, directs, and coordinates activities of designated projects to ensure that deliverables meet or exceed customer expectations while ensuring projects are accomplished within prescribed time frame and budget by performing the following duties personally or with the assistance of other coworkers.   PMs represent ABS and the customer at meetings and functions.

This job has 3 main objectives.
1. Define, monitor, and balance the scope, schedule, and customer satisfaction.
2. Drive activities.
3. Trust but verify.

This job has multiple schedules to monitor.
1. <u>Development/Quality Assurance Schedule:</u> All items that are the responsibility of the project manager. Items required for new customer install will take precedence over other items. The development schedule includes version, database, form, utility, and any other ABS product design or modification.
2. <u>Install Schedule:</u> All Items required for a successful customer install.
3. <u>Company Calendar:</u> Ensure adequate staff will be available to meet the project schedule.

This job is in Macon, GA, and requires the candidate to be local or willing to relocate/commute.

Other Responsibilities Include:

* Work closely with customers to gain knowledge of current and future software requirements.
* Creates workflow diagrams.
* Maintains a working knowledge of ABS operating platforms (SQL for example), ABS products, and ABS services.
* Maintains knowledge on current consumer finance industry trends and regulations.
* Analyzes, evaluates, and presents information concerning the design and development of new software applications, products, and services.
* Prepares project reports for management, customer, or others.
* Ensures smooth transition to Support Services after implementation.
* Responsible for thoroughness and accuracy of deliveries on incoming sales orders.
* May perform customer Site Evaluations.
* May conduct web training sessions.
* May demo and upsell ABS software packages.
* May assist other departments with implementation and support.
* Assists Software Development in resolution of problems related to project specifications.
* Processes customer enhancement/programming requests.

Qualifications:

- Bachelor's degree and/or 2 years of experience in software application support, IT, consumer finance and/or banking industry, mortgage industry, dealer financing, or equivalent skills and experience preferred.
- Must have a solid command of the English language and excellent written communication skills.
- Has the ability to prioritize and execute tasks in a fast-paced environment.
- Must have the willingness to take on new challenges and build on current skills.
- Must be skilled in common office software.
- Has exceptional analytical and conceptual thinking skills.
- Has the ability to multi-task and be a self-starter.
- Has the ability to pay attention to details.
- Has the ability to calculate figures and amounts commonly used by the consumer finance industry.
- Preferred knowledge of Accounting software; Database software; Design software; Internet software; Project Management software; Spreadsheet software and Word Processing software; Software platforms.