

## Digital Project Manager

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Company: SadjawebSolutions

Location: Kampala

Category: computer-and-mathematical

We are looking for a qualified Digital Project Manager to join our team. You will be responsible for the day-to-day management and smooth operation of various digital projects, including site launches, online tools, web applications and advertising campaigns. For this position, we expect you to be a tech-savvy professional with an in-depth understanding of how technology can help us achieve our business goals. You should be methodical and have excellent time management skills. As a Digital project manager, you should also use your communication skills to collaborate effectively with various teams. You should be able to manage and deliver our projects digital lifecycle within quality, time and budget requirements. Responsibilities

- Provide end-to-end project management
- Scope project requirements and prepare a budget
- Develop a detailed project plan and monitor progress
- Collaborate with internal teams to design, develop and implement digital projects
- Deliver projects on time ensuring quality standards are met
- Develop support documentation including risk logs and requirement specifications
- Monitor and report on Google Analytics metrics
- Communicate with the team and ensure all members are on board with delegated tasks
- Highlight potential risks or malfunctions and act proactively to resolve issues
- Seek opportunities for improvement and suggest new projects

Requirements

- Proven work experience as a Digital project manager
- Hands-on experience with project management software, like MS Project and AtTask
- Familiarity with Content Management systems and HTML/CSS
- Understanding of SEO and Google Analytics
- Knowledge of UE software
- Solid technical background with an ability to address accessibility and compatibility issues
- Excellent organization and time management skills
- Communication and team management skills

BSc in Computer Science, Digital Marketing or relevant field

1-3 years

Ability to interpret briefs to produce creative output Ability to self-start and self-manage

Design and art direction across all creative elements Attention to detail is an absolute must-

have the skill Excellent working knowledge of Photoshop, Illustrator, and InDesign

Experience working in Dreamweaver Experience working in HTML, CSS, JavaScript, JQuery

and API's Experience working in WordPress Technical aptitude – must be able to quickly learn

how to work with different systems Good understanding of cybersecurity principles

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