

Senior Project Manager (female / male) Junior Project Manager (female / male)



PMSTUDIO GmbH

pm group is a global leader in design, production, fulfillment and licensing of luxury sales materials, gifts with purchase, and fashion accessories, offering proven innovative E2E business solutions to our clients. Our subsidiary company PM STUDIO is a consulting and development agency for accessories (promotional items) and packaging with branches in Obertshausen (Rhein-Main), Paris, New York, London and Hong Kong. The agency meets the needs of the largest cosmetic and fashion groups around the world and manages projects with a 360 ° vision: image consulting, tailor-made creation, product development, sales management, manufacturing and logistics.

We are looking for Junior and Senior Project Managers to join our team in Obertshausen.

POSITION DESCRIPTION:

As a Project Manager, you will be responsible for all aspects of product management. You will act as the liaison between cross-functional teams including but not limited to; Design, Key Account, Delivery Planning and Management. Your goal is to effectively manage multiple simultaneous projects, deadlines and deliverables all while communicating status/elevating issues, effectively.

The following description is based on the senior position. Please feel free to apply for the Junior position if your match only with parts of the requirements.

MAJOR RESPONSIBILITIES:

- Reception and follow-up of customer briefs
- Product development: Coordination's of the designers, research of materials, follow-up of the development of the prototypes with the teams in China
- Trend monitoring
- Commercial management: price research, negotiation, profitability study
- Coordination with the Sales Administration for the launch of the orders
- Control of the follow-up of the fabrications, logistic processes, respect of the deadlines
- Update tracking tools, especially PM Tool WRIKE
- Reviewing and negotiating subcontractor agreements

REQUIREMENTS:

- At least two years' experience in PM space
- Sensitivity for the field of fashion, luxury and cosmetics
- Effective oral and written communication skills
- Microsoft Office (especially PowerPoint, Excel, and Project) required
- Experience with WRIKE
- High standard of language skills in English (French is an advantage)
- Exhibit ability to follow-through on multiple projects in various stages of development
- Ability to identify and resolve conflict, solid problem-solving skills
- Ability to work independently, in a team environment and efficiently under tight time frames

BENEFITS:

- Flextime with 40 hours per week, but we are also open to other working hours models
- Home Office days possible
- 30 days holiday
- Development and cross training
- Strategies for reconciling family and working life
- Attractive and performance linked remuneration with fringe benefits like capital-forming benefits, childcare allowance, pension scheme contribution
- Annual appraisal including Work Development plans

Do you feel comfortable working in a fast-paced, time sensitive environment? This is the position for you! We are happy to receive your application, including your earliest possible starting date and salary expectation. A first interview via Skype would be possible.

PM STUDIO GmbH • Mrs. Melanie Schroeder • Samerwiesen 5 • 63179 Obertshausen • Germany
Telephone: +49 6104 405335 • E-Mail: application@pm-g.eu • Website: www.pm-st.com