

## Assistant Project Manager

Craving something new and more dynamic? Are you an experienced professional looking for an exciting opportunity with a growing firm? Look no further. Excel Global Partners (EGP) is looking for a highly experienced professional that are passionate about setting a new standard for excellence.

### Excel Global Partners:

Our team consists of professionals with Corporate and Consulting backgrounds ranging from Business Analysts and Controllers, to Project Managers and IT Systems Specialists. At EGP, we believe in the power of teams, hard work, accountability, intellectual rigor, excellence in client service, and integrity. We offer premier consulting solutions for a wide array of companies across multiple industries. EGP is an exceptional place to work and grow as you are given the opportunity to perform in a true team atmosphere, while pursuing opportunities that will enhance your skillset and grow with the firm. Become a part of a growing organization where your contributions are rewarded.

Please visit our website at [www.ExcelGlobalPartners.com](http://www.ExcelGlobalPartners.com) for more details about our practice areas.

### Responsibilities:

- Coordination of the daily CPM projects and operations with the Project Manager.
- Managing schedules and coordinating, with internal and external stakeholders.
- Other tasks as identified by the Project Manager.

### Qualifications:

- Four-year college degree in fields such as Computer Sciences / Information Technology, Mathematics, CIS, Accounting/Finance or equivalent work experience.
- Prior Project Management experience
- Ability to work independently, manage small engagements or parts of large engagements
- Committed to gaining exposure to multiple industries
- Adept at implementing technology-enabled business solutions for clients as part of a high-talent team
- Strong oral and written communication skills, including presentation skills (MS Visio, MS PowerPoint)
- Strong problem solving and troubleshooting skills with the ability to exercise mature judgment
- Ability to collaborate with clients
- Self-starter and highly motivated, thrive on challenges and proven ability to succeed in dynamic environments

Desired skills:

- Prior or current experience with CPM/EPM solutions, including OneStream XF, SAP BPC, SAP BOFC (Cartesis), HFM (Hyperion Financial Management), FDM (Financial Data Quality Management) or UpStream, Hyperion Planning, Hyperion Essbase, IBM Cognos, or other CPM/EPM solutions is a plus but not required.

Excel Global Partners offers equal employment opportunity to all applicants for employment and all employees regardless of race, age, religion, sexual orientation, gender expression, color, physical handicap, veteran status, creed or any other status protected by applicable law.