

Digital Project Manager

WHO WE ARE:

Headquartered in Paris, Talentoday developed a talent assessment application with the purpose of revealing human potential by providing individual insights with psychometric instruments and predictive analytics. Our online platform, Talentoday Manager®, was developed by our accredited team of psychologists, neuroscientists, data scientists, and HR experts to provide world-class talent acquisition and development products. These tools were created to help our clients and partners train and retain top talent, as well as optimize their hiring practices.

Currently we have millions of users and hundreds of clients, spread across more than 160 countries, using Talentoday to find the perfect professional "match." To help us expand our application and provide more professional matches to talent and companies alike, we are expanding the Talentoday team!

WHAT YOU'LL DO:

As part of the Professional Services team, the Digital Project Manager is responsible for the implementation of the Talentoday solutions within our clients' digital ecosystems. This team member turns our clients complex business problems and opportunities into streamlined and integrated applications and services utilizing forward-thinking technology. The Digital Project Manager is involved with driving digital initiatives forward towards MVP after MVP for our clients, engaging with both technology and business teams.

Elements of Role

- Partner with the business and other technology team members to integrate the Talentoday technologies within our clients digital ecosystems
- Manage timelines, features and expectations across multiple business units
- Contribute to the UI/UX projects
- Coordinate resources both internal and external to deliver value
- Work with the Talentoday and client team members to solve issues, create opportunities and plan for the future
- Effectively train the client to deliver solutions utilizing change management principles and practices
- Perform statistical data analysis
- Write technical and functional specifications and provide updates to documents

WHAT ARE WE LOOKING FOR:

- Must have a Masters degree from a top business or engineering university
- 1-3 years experience in digital projects
- Strong ability with the Microsoft Office suite, especially Excel and PowerPoint
- Experience with Product and Project Management solutions is a plus (PowerBI, Tableau, Google Analytics, Balsamiq, Mockups, Invision, Github, Jira, etc.)
- Knowledge of Project and Product Management principles
- Ability to research large data files or unstructured information and develop a consolidated summary of the results
- Strong written and verbal communication

Digital Project Manager

- Passion for technology
- Passion for HR to complement our culture and promote our application

THAT'S GREAT, BUT WHAT ARE THE BENEFITS?

- Opportunity to work for a growing international technology company
- Convenient office location in the 2nd arrondissement next to the Bourse metro station
- Opportunity to work with experienced science and digital executives

Please send all questions and CVs to Emily Sloan at e.sloan@talentoday.com.