

## Senior Project Management Expert

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Company: GfK

Location: Bucharest

Category: business-and-financial-operations

### Description

Our GSC Project Delivery Team is looking for a new colleague to work with our GfK team and clients from North America that is why you will work from 17:00 - 01:00 from the comfort of your own home.

### You will:

Review international research proposals for all methodologies and work with operations groups to lead generation of operational plans, bids and costs that reflect the work required to meet project objectives;

Contact field services in appropriate global markets to obtain the most cost effective price and highest quality work for international studies;

Centralize and manage all translation work to align with company quality standards and project budgets;

Lead project kickoff meetings for all assigned studies to ensure the all involved parties understand timelines, responsibilities and study specifications;

Support research project teams by leveraging relationships with overseas suppliers to facilitate communications, trouble-shooting and issue resolution;

Coordinate operational aspects of projects including translations, programming, testing, fieldwork, coding, data delivery;

Provide advanced level technical and operational expertise to business sectors on international operations processes and capabilities across all methodologies.

Partner with research and operations staff to address issues and/or make recommendations to improve performance on international research studies.

**You have:**

You have university studies (**Economics, Marketing, Sociology** is an advantage);

You prove minimum 4 years work experience (Project management experience in marketing research or related field is a plus);

You can manage Microsoft Office (Excel);

You have an advanced **English** level;

You prove the ability to work in a fast paced environment, to meet all deadlines utilizing effective prioritization and time management skills;

You can provide specific consultation on international research best practices;

You are a communicative person;

You have strong analytical and problem solving skills, adaptability and flexibility.

**Benefits:**

Full work from home program, excepting some situations ( trainings, team-buildings etc);

Initial and ongoing trainings to support your development;

Opportunities for personal and professional growth;

Food vouchers & Private medical subscription;

Sponsored Gym Membership (7Card).

**All documents will be treated in the strictest confidentiality.**

**Only short-listed candidates will be invited for an interview.**

We are an ethical and honest company that is wholly committed to its clients and employees.

We are proud to be an inclusive workplace for all and are committed to equal employment

opportunity, focusing on all of our employees reaching their full potential.

We respect and value every employee regardless of race, ethnicity, gender, sex, sexual orientation, age, personality, experience, culture, faith, socio-economic status, or physical or mental disabilities.

We endorse the core principles and rights set forth in the United Nations Declaration of Human Rights and the Social Charter of Fundamental Rights of the European Union, promoting the universal values of human dignity, freedom, equality, and solidarity.

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