



PROJECT MANAGER- ERP SOFTWARE

Six S Partners provides clients with high quality Epicor implementations, application customizations, management consulting and a variety of technical infrastructure services. Epicor provides enterprise resource planning (ERP) solutions to mid-market companies around the world. We are Epicor's "Americas Partner of the Year" and a "Certified Gold Partner".

As a Six S Partner Project Manager, reporting to the Project Management Office you will deliver projects on time, on budget and to the agreed scope.

Duties and Responsibilities:

- Project Manage approximately 3-7 implementations, depending on size and complexity of projects
- Assist customers in the planning, execution, monitor and control, and closure of the Epicor implementations
- Plan, organize, lead and monitor the activities of the project team
- Provide guidance and mentoring to consultants assigned to your projects
- Build Project Plans and schedule resources
- Provide project risk analysis to customer
- Maintain overall control of the schedule, budget and scope
- Ensure that project plans and work products are based on approved and agreed upon requirements
- Prepare and manage deliverables (Project Plan, Project Change Request and Project List) – use deliverables to conduct the project
- Notify the client project director and client PM of non-resolvable issues and submit recommendations to resolve them
- Act as a trusted advisor and maintain regular contact with the client PM and steering committee, providing the status of the project progress and advice with respect to best practices
- Perform weekly customer status calls
- Track the status of deliverables and any decisions made regarding Project Change Requests and outstanding issues
- Update appropriate documentation and project plan to reflect changes in requirements and commitments
- Approve Time and Project Approvals for consultants
- Responsible for timely entry of time and expenses in project accounting system
- Champion and adhere to the Best Practice Process
- Regular travel to customer sites (majority in the Greater Toronto Area)

Qualifications and Requirements:

- Bachelor's Degree in Business or Computer Applications or equivalent work experience
- Prior experience Project Managing with ERP software is required (end to end)
- Experience in assisting customers implement Best Practice Processes
- Project Management background a must and Epicor certifications a bonus
- Experience working in manufacturing/distribution, financial or retail sectors mandatory
- Strong communication skills, Team player, Project management skills, Independent
- PMP Certification is a strong asset

Competitive Salary, Bonuses, and Benefits

Six S Partners is proud to be an equal opportunity employer