

An introduction to Smart IT and the role of the **Senior Project** Manager



www.smart-ltd.co.uk



Introducing Smart IT and Odoo ERP

At Smart IT, our focus is on delivering the unrivalled Odoo ERP suite of products and expert services that will support and enable our customers' success - no matter how much or how often their business needs change. We are dedicated to helping our customers achieve success andour accreditations and awards are a testament to this ongoing commitment.

Please watch video to learn more about Smart IT.



Why work for Smart IT?

We are the most trusted & largest Odoo Gold partner in the UK.

With more than 100 projects successfully completed, we are the UK's largest and most accomplished Odoo partner and one of the channel's fastest growing in Canada. We transform businesses with innovative ERP solutions delivered by our UK based, inhouse consultants and developers, helping businesses operate efficiently and achieve competitive advantage.

Our Odoo certifications are some of the best in the business

We have 11 Odoo-certified consultants directly employed by Smart IT. Our consultants are skilled and accredited on Odoo v15 and all have either passed or working towards this latest accreditation. This is more than any other partner in the region. We have made it a requirement for all new consultants joining Smart IT to be upskilled and through the Odoo certification programme within 3 months of joining Smart IT.

The customer is at the heart of our culture

The relationship we build with each of our clients goes far beyond being a simple solutions vendor. We strive to be a trusted business partner and are committed to treating each one of our clients regardless of their size with the same high level of customer service and respect. This ethos ensures all employees receive the support they need to deliver each job efficiently and effectively and surpass client expectations.

In-house development capability

We have excellent in-house Odoo development capability with a 20-strong software team directly employed by Smart IT – unlike many of our peers who outsource programming work abroad, often to unaccredited suppliers. This makes project management far more efficient than our peers who offshore.

Established Odoo practice since 2011

We launched our Odoo practice in 2011. With over ten years' experience of Odoo implementations and thousands of hours of consulting, we continuously look for ways to improve our relationships with our clients.

Extensive service offering with continous learning opportunities

Our commitment to our staff doesn't end once your induction is over.We offer a wide variety of training for staff to upskill and progress their careers. We want to keep you engaged and fulfilled in your role.

What our clients say about us

"Smart IT has been extremely responsive from the beginning, and quickly grasped the complexity of a difficult, fast-changing business model....They are always fast to move and implement effective solutions to business requirements.

"Smart IT really have become part of the Zelus team and 'own' projects like an employee would. The passion displayed by individual members of staff is truly engrained in the company culture. Smart IT is effectively managing the IT transformation of our business. We can't fault them."

Conor Wright, Financial Controller, Zelus Sports (Nike Team)

"We were already impressed with Odoo core functionality, but the modifications and customisations that Smart IT were able to make really took it to the next level."

Craig Shields, Operations Director, GAS

"We knew when we looked into Odoo and some of the case studies that it was the right solution for us. The final system created by Smart IT is excellent and has completely overhauled how we do things resulting in measurable time and cost savings. It has also reduced our lead times and stock holding requirements which has further benefited the company and our customers."

Mark Fitzpatrick, General Manager at the Cambridge Satchel Company

"Smart IT intuitively understood how we like to work and support us in carrying out development internally as well as providing overall technical oversight and support. Smart IT's specialists are always helpful, extremely knowledgeable, and proficient experts and very responsive. We couldn't ask for more in a partner."

Dr. Raphael Treffny, Operations Manager at Forsberg Services

The role of Senior Project Manager

Collaborates with: Functional Consultants, Software Development, Customers **Reports to:** CEO & GM

Main purpose of job

To take ownership and lead the Project Management delivery team to successfully deliver multiple projects successfully, on time, on budget, and with the best commercial outcome.

Smart IT is a leading Gold Partner for Odoo ERP solutions throughout Europe implementing solutions across many sector

Key tasks and main duties

- You will own and drive the overall program of project success by developing strategies and tactics for the project management team.
- You will Create, maintain, and control project documentation, including the production of regular project status, reports.
- You will Manage day-to-day operational aspects of projects, including the setting and management of client expectations and responsibilities, whilst identifying and minimising potential areas of "scope creep".
- You will work alongside the Smart IT Functional Consultant team and in-house development team to deliver seamless communication and smooth project delivery
- You will review deliverables prepared by the project team before delivery to clients.
- You will facilitate and prepare for team and client meetings, including production and delivery of presentations where required.
- You will manage and mentor team members to achieve project success.
- You will take ownership of Project commercial control and margin maintenance.

Person Specification

Commercial awareness	Developing others	Leadership skills
Teamwork	Takes ownership	Problem solver
Communication skills	Time management	Good attention to detail
Delegation skills	Excellent decision making	Takes initiative
Meeting deadlines	Results orientated	

Key person competencies

Required Experience

- You have proven commercial Project Management experience in a similar role.
- You have experience in managing complex IT software delivery projects, preferably, but not essentially for ERP, manufacturing, warehousing or logistics solutions.
- You have good customer-facing skills and the ability to develop lasting client relationships.
- You are experienced in working to strict deadlines on time, to budget, and on quality.
- You will have experience of working within a project management framework.
- You are experienced in the software development lifecycle.
- You have experienced in using Microsoft Office and MS Project.
- You are self-motivated and able to use your own initiative.
- You are organised and proactive individual displaying high standards of professional conduct and attention to detail.
- You have excellent stakeholder management skills.
- You are happy working in the office 4 days per week in Kirkham, Lancashire.

Package and Benefits

- Salary: £35-50k + quarterly performance bonus
- Job Type: full-time, permanent
- Additional pay: Profit bonus scheme
- Benefits: company pension
- On-site parking
- Work from home-hybrid

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