



INSTITUT JANTUNG NEGARA
National Heart Institute

We are looking for suitable and qualified candidate for the following position:

**PROJECT MANAGER
(CONTRACT)
INFORMATION SYSTEM TRANSFORMATION
MANAGEMENT OFFICE (ISTMO)**

Responsibilities

- Initiates, plans, prepares and completes action plan, budget and delivery strategy in implementing IT project initiatives for IJN.
- Works with internal teams, subject matter experts, consultants, and vendors to advance and resolve project issues in order to optimize results ensuring project execution and accountability.
- Acts as liaison between the entire project team (users and vendors) and ensure alignment.
- Ensure project closure and hand over to the user with complete project documents, deliverables, reports and certificate of final acceptance.

Requirements

- Possess Bachelor Degree in Computer Science, Project Management or equivalent.
- Possess knowledge in Project Management, have good and effective communication skills, strong organization and leadership skills.
- More than 7 years working experience in Project Management. Experience in managing healthcare project is an added advantage.
- Understand, communicate, and align key stakeholders with project goals.
- Performs any other responsibilities and duties that may assigned by the Head of Department.

Closing Date

6th April 2021

**Talent Acquisition Unit
Human Capital & Organizational Development**

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**Note: All unsuccessful applications shall not be retained in our database.
Only SHORTLISTED candidates will be contacted.**