

## PMO Analyst Jobs In Dubai UAE 2023 | techcarrot

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Description:

We are looking to hire a dynamic PMO analyst to join our company. In this role, you'll be responsible for ensuring all projects are running smoothly, on budget, and on time. You'll also liaise with project team members to gather, analyze, and monitor project data, as well as prepare project status reports/.

Responsibilities:

Planning and implementing project management strategies, based on templates and toolsets.

Ensuring project parameters meet clients' agreed-upon needs and expectations.

Monitoring existing projects to ensure timely execution and completion.

Gathering and analyzing project data to identify its weaknesses and resolve any time-related or budgetary snags.

Liaising with project team members and providing suggestions or solutions to unforeseen issues when needed.

Requirements:

A bachelor's degree in project management, or a similar field.

A minimum of 3 year's experience as a PMO analyst, project manager, or a similar role.

Excellent knowledge of project management strategies, processes, and tools.

Ability to analyze a range of complex data and make decisions based on analytical findings.

Great computer skills and knowledge of PMO software tools, such as Scoro, ProofHub, and Basecamp.

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