

POSITION	IT Project Manager
TERM	Full time
LOCATION	Yerevan, RA
START DATE	ASAP
OPENING DATE	14/08/2025
APPLICATION DEADLINE	14/09/2025
DURATION	Indefinite, with a three-month probation period

"ID Bank" CJSC is looking for an accomplished and motivated candidate for the position of a Project Manager, who will perform the responsibilities listed below:

JOB RESPONSIBILITIES

- Execute various projects, see projects through the full life cycle (initiation, planning, implementation, control, completion),
- Define and approve project scope and objectives
- Carry out feasibility study, search for alternatives, develop project proposal, prepare budget and project timeline, create a project team,
- Manage contacts with stakeholders taking into consideration their expectations, ensure communication on the project, hold regular meetings with the project team, monitor progress and ensure providing project updates to stakeholders on a consistent basis,
- Ensure project validation, approval and management, participate in the financing process,
- Ensure preparation and maintenance of project documentation
- See through project implementation, measure interim project performance to identify areas for improvement
- Monitor project progress to ensure successful completion, develop a Pilot Project

REQUIRED QUALIFICATIONS

- Higher education in economics or IT
- At least 2 years of experience in a similar field
- Project Management Qualification Certificate is desired
- Excellent knowledge of Armenian, English and Russian
- Strong familiarity with project management programs and tools,
- Knowledge of Agile methodology
- Proven resource management experience
- Experience working with middle and senior management
- Ability to analyze complex tasks and present them in a simple, understandable way
- Ability to compare opinions and points of view and come up with unified solutions
- Ability to document and present business needs and requirements in a clear, understandable and applicable manner

- Strong interpersonal skills, excellent communication and problem-solving skills
- Excellent knowledge of finance and business processes
- Conflict management skills
- Excellent problem-solving skills, ability to manage multiple tasks simultaneously
- Ability to adapt quickly to a fast-paced work environment
- Attention to detail
- Ability to quickly identify and solve problems efficiently
- Ability to work effectively in a team
- Punctuality and sense of responsibility
- Knowledge and commitment to business ethics

ADDITIONAL INFORMATION

After successful completion of the probation period, the Bank offers its employees a wide range of privileges, particularly, a comprehensive medical insurance package, a comprehensive bonus plan, a corporate package for sports club services, banking services on preferential terms, etc.

APPLICATION PROCEDURES

All interested candidates who meet the requirements above and are confident that their background and experience qualify them for this position and you are interested in joining the ID Bank team you follow the link <https://idbank.bamboohr.com/careers/62> . Only short-listed candidates will be contacted.

ABOUT COMPANY

"ID Bank" CJSC was founded in 1990 as "Anelik Bank" Limited Liability Company and was renamed to "ID Bank" CJSC since 04.06.2018. The Bank's mission is to be the first choice Bank for the customers as the best innovative Bank providing the customers with personalized unique digital solutions. To learn more about the Bank, please visit: <https://www.idbank.am/>