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With assets under custody of €2.5 trillion and assets under administration of €1.6 trillion, CACEIS is a European leader in asset servicing and one of the major players worldwide (figures as of 31 December 2016).

CACEIS wants to reinforce its IT Team and is looking for his/her new:

## PROJECT PORTFOLIO AND TEST MANAGER (M/F)

|                                    |   |
|------------------------------------|---|
| <i>Company:</i>                    | <b>CACEIS Investor Services, CACEIS Bank Germany Branch</b> |
| <i>Reference of the job offer:</i> | <b>Perspektiv2017- 22441</b>                                |
| <i>Type/Category:</i>              | <b>IT / Project Management</b>                              |
| <i>Location:</i>                   | <b>Munich, Germany</b>                                      |
| <i>Contract type:</i>              | <b>VIE Programme</b>  |
| <i>Fixed-term contract:</i>        | <b>24 months</b>  |
| <i>Expected start date:</i>        | <b>01/12/2017</b>   |
| <i>Management position:</i>        | <b>No</b>   |

### JOB DESCRIPTION

The department is responsible for IT change, project portfolio and project management. Within this department, The Project Portfolio and Test Management team is organized around 3 main services we provide to our clients:

- Project Portfolio and release management
  - Coordination and plan of the project portfolio
  - Support in the end-to-end process from client request to deployment
  - Coordination and support during User Acceptance Test phase and during release
- Project support as Test Manager and/or PMO
  - Participation within the project team
  - Providing test management / PMO support
- Methodology, continuous improvement and controls
  - Anticipate clients' needs and enhance our process
  - Overall tracking of the projects' documentation
  - Providing audits' evidences

Your main missions will be:

- Project and release Management:
  - Supporting the resource planning process
  - Ensuring releases feasibility
  - Providing support to users of the project plan and test management tools



- Performing internal quality controls
- Managing documentation
- Producing reporting to management
- Test management:
  - Developing individual test concepts for projects
  - Plan testing activities
    - Test preparation and execution
    - Test resource mobilization
    - Test risk mitigation
    - Test data creation
  - Controlling test execution
    - Active management of tester teams to drive test execution
    - Defect management incl. provider delivery
  - Enriching standards and methodology for test concepts, processes and tools
  - Participating in projects for creating a reusable test case database and improving regression testing
  - Contributing to the optimization of test data and test environment management

## PROFILE

- Minimal education level: Postgraduate degree – MA/MSc/PhD/Doctorate or equivalent
- Academic qualification: Business School, University
  - Speciality: IT Project Management
- Level of minimal experience: 0 – 2 years
- Required skills: Hard skills
  - Project management;
  - Test management;
  - Release Management
- Required skills: Soft skills
  - Problem solving;
  - Time management;
  - Strong communication
- Technical skills required:
  - Pack office
  - MS Project
  - IT background
- Languages:
  - English: fluent
  - German: basic knowledge

## FURTHER INFORMATION

- *Contract:* V.I.E. (Volontariat International en Entreprise)

The VIE contract in short: According Business France's eligibility conditions, the Volontariat International en Entreprise (VIE) is an assignment in a French company operating overseas for professionals between the age of 18 and 28 who are European Union nationals.

### **IMPORTANT:**

To apply, you need to meet the conditions mentioned above. If not, your application will not be selected. If you are eligible, join your CV and a cover letter in English – and mention: your age and nationality. For further information about the eligibility conditions to this programme, we invite you to go to Business France website: [www.civiweb.com](http://www.civiweb.com).

- ⇒ Should you be interested in this position, please send your full application details using this link:  
<https://www.groupecreditagricole.jobs/Les-offres-du-groupe-credit-agricole-S.A/?offerId=22441&idOrigine=502&LCID=2057>

**Important:** Please mention the reference « **Perspektiv2017- 22441** »

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For any question, please contact us using the details below:

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