

Job Title: Project Manager

Type: Full-time position

Primary Location: Addis Ababa, Ethiopia

RENEW Strategies is helping a global Quick Service Restaurant (QSR) company in launching its operations in Ethiopia. We are working with the franchise to recruit for the Project Manager position. RENEW is a private equity fund investing in Ethiopia-based companies.

Primary Responsibilities

The primary responsibilities of this job role are to develop the vendor base in Ethiopia and to monitor and manage the construction workflow associated with new and existing restaurant sites. This includes but is not limited to scheduling, budgeting, overseeing, and coordinating various maintenance and construction projects. This position requires excellent verbal and written communication skills and an attention to details

Specific job duties:

- Review and validate blueprints with scheduled work projects
- Developing project scopes and objectives, involving all relevant stakeholders and ensuring technical feasibility
- Coordinate internal resources and third parties/vendors for the flawless execution of projects
- Coordinate design and engineering efforts; monitors and reports on financial status of the project
- Measure project performance using appropriate systems, tools and techniques
- Develop job progress schedule to ensure that actual construction parallels with the schedule
- Visit worksites to oversee, manage, and perform various assigned project tasks
- Prepare various reports to successfully manage the project(s), such as monthly red files, progress analysis/schedules, billings and status reports
- Issue appropriate change orders to subcontractors and customers
- Perform walkthroughs and audit of facilities with contractors and store operator
- Identify the relevant vendors in Ethiopia who can build construction material and other fixtures as per the specifications
- Help the vendors to go through the approval process with the global brand (franchisor)

Knowledge, Skills, and Competencies:

- Educational Qualifications: A least a bachelor's degree in architecture, civil engineering or related discipline
- Experience: 3 to 6 years of experience as Project Manager or any other similar position in a QSR layout
- Experience preferred with chain restaurants and hotel.

Desired Traits:

- Strong communication skills, tact, and diplomacy
- Strong project management skills in a customer-service & hospitality environment
- Strong project planning and management skills
- Decision-making and problem-solving skills
- Ability to learn and train others
- Language Skills: English