



## OUR CLIENT

Our client, one of the world's largest and fastest-growing organizations with investments in over 500 educational institutions in Africa over a period of 5 years in East Africa. With offices in the US, Europe, Asia & Africa, the company demonstrates the right to succeed by giving low income families access to high-quality education that will allow their children to live a better life. They launched the first institution in Nigeria at the end of third quarter of 2015.

It leverages experts, data, and technology to standardize and scale every aspect of quality education delivery, from how and where academies are built to how teachers are selected and trained, and how lessons are delivered and monitored for improvement. The company is vertically-integrated, tech-enabled, and on our way to profitability. It expects to continue rapid expansion in Africa. It has recently launched operations in Liberia and India.

## BACKGROUND

Great challenge is where there are great rewards -- the opportunity to be the person who innovates across every step of multiple industrial value chains to succeed in radically altering the future of hundreds of thousands of children in the country.

Our client is seeking a talented, motivated and adaptable individual to support the Country Director and the senior leadership team as PM Director. The ideal candidate is a multi-faceted individual who will work closely with the Country director in a job shadow capacity to gain knowledge and advice on how to run a business.

As a strategist, consultant, implementer, and trusted advisor, the successful candidate will lead execution of strategic initiatives for the Country Director and leadership team and will also ensure streamlined activities within the organization to improve the daily management of the company based on the priorities of the Country Director. The PM Director should be a renowned performer, manager and have solid leadership skills.

## ROLE PROFILE

<b>Job Title</b>	Director, Project Management
<b>Reports to</b>	Country Director
<b>Location</b>	Lagos, Nigeria

## RESPONSIBILITIES

- Assist the Country Director in facilitating effective decision-making
- Coordinate the execution of strategic initiatives
- Prepare periodic business performance and market analysis, business trends and providing insight with a view to increase operational efficiency
- Monitor and review departmental spending vs. budget to ensure optimal spending and ensure funds are directed towards projects that generate highest return on investment (ROI)
- Assess inquiries directed to the Country Director, determine the proper course of action and delegate to the appropriate individual to manage



- Ensure appropriate follow through on actions, decisions, and commitments made by the Country Director by working with the parties responsible for implementation
- Deliver business planning processes (forecasts, budgets, long range plans) including analysis of variances with relevant commentary to support management decision making
- Attend functional team meetings to keep a pulse on the business and help connect dots with others across the company
- Create organizational dashboards and reports to support effective decision making and cross company communications of business performance status
- Translate business requirements to technical requirements. This includes using powerful analysis and modelling tools to match strategic business objectives with practical technical solutions.
- Other responsibilities as determined by Country Director

## QUALIFICATION / EXPERIENCE REQUIREMENTS

### Education:

- Master's Degree in Business Administration or related field

### Experience:

- 8+ years' executive level experience
- Passion for democratizing the right for all children to succeed
- Impeccable managerial and interpersonal skills
- Proven track record of effectively interacting with senior management
- Ability to work strategically and collaboratively across departments
- Effective, versatile and action-oriented
- Excellent communication skills (writing and speaking) and the ability to multitask
- Strong logical structuring and analytical skills; you should be able to see patterns, be a fast thinker and a good decision maker
- Excellent organizational skills, with keen attention to detail and ability to follow up systematically on a broad set of initiatives and decisions
- Strong willed, a fast learner and able to effect changes fast
- Excellent presentation creation skills. Proficiency in Microsoft Excel, PowerPoint, and Word
- At least one work experience that required highly independent work in an exceedingly challenging environment
- Prior work experience as a management consultant is a plus
- Ability to flourish in dynamic, ambiguous environments
- Ability to produce high quality work with very short deadlines, effectively prioritize work among multiple competing demands, and adapt to unexpected work demands

## SUCCESS FACTORS

- **Detailed doers** – You have a track record of getting things done. You're organized and responsive. You take ownership of every idea you touch and execute it to a fine level of detail, setting targets, engaging others, and doing whatever it takes to get the job done.



You can multi-task dozens of such projects at once and never lose sight of the details. Likely, you have some experience in a start-up or other rapid-growth company.

- **Smart hustlers** - You have the brain power but also the pragmatism to get stuff done in a chaotic context. You are focusing on winning, and will do just about anything (with integrity of course) to get to the people and places that you need to succeed.
- **Networking masterminds** – You excel at meeting new people and turning them into advocates. You communicate in a clear, conscientious, and effective way in both written and oral speech. You can influence strangers in the course of a single conversation. Allies and colleagues will go to bat for your ideas. You have an existing network of public relations contacts from prior experience in the country, preferably in the regulatory, education, or business sectors.
- **Creative problem-solvers** – The organization is still a start-up: hands-on and scrappy. You need to be flexible and ready to get everything done effectively, quickly, and affordably with the materials at hand, which may be less than you're used to. Every dollar you spend is a dollar our customers, who live on less than \$2 a day, will have to pay for.
- **Customer advocates** – Our customers – these families living on less than \$2 a day per person – never leave your mind. You know them, get them, have shared a meal with them (or would be happy to in the future). You would never shrink back from shaking a parent's hand or picking up a crying child, no matter what the person was wearing or looked like. Every decision you make considers their customer benefit, experience, and value.
- **Life-long learners** – You believe you can always do better. You welcome constructive criticism and provide it freely to others. You know you only get better tomorrow when others point out where you've missed things or failed today.

## BARRIERS

- **9-to-5ers** – If you like the comforts of an office job – be it short and consistent hours, you won't like it here. Hours are long, there are no freebies, and you're going to spend most of your time in the field.
- **Narcissists** – If you've ever finished the statement, "I didn't go to university to \_\_\_\_\_," you won't like it here. Your degree, age, lineage, and experience don't matter. Only your current output, and how it benefits the company's customers, does.
- **Hand-holders** – We love teamwork, but sometimes we get busy. You need to work well independently and have the self-motivation to never slow down. Of course, you'll be very responsive and constantly update us on your status.

## COMPENSATION

You will be offered an attractive compensation package.

## EXPECTED START DATE

The successful candidate will be expected to start as soon as possible.



## **LOCATION**

The role is based in Lagos, Nigeria. By nature of the role, travel may be required of the incumbent from time to time.

## **APPLICATION PROCESS**

To apply for this position, complete a copy of our [pre-interview candidate questionnaire](#) specified on our website and send the completed questionnaire with a copy of your resume.

Please send the completed questionnaire with a copy of your updated resume to [hello@talentstoneafrica.com](mailto:hello@talentstoneafrica.com)

