

JOB DESCRIPTION

Job Title: Website Project Manager

Department: IT

Reporting to: Finance Director

Direct reports: None

Location:

6 Timbermill Way
London
SW4 6LY

The role:

- Overall responsibility for the implementation of Liberty Wines' new website. Managing the delivery of project from inception to launch
- Coordinate with developers and department heads to ensure the project plan is adhered to and key milestones are achieved on time
- Management of the project delivery schedule. Using appropriate project management strategies and tools to coordinate stakeholders to ensure the successful and timely implementation of the project
- Daily reporting of progress and delivery gaps to stakeholders and external project partners

Skills and experience:

Essential:

A demonstrable track record of delivering complex digital media and B2B ecommerce website projects on time and on budget with experience of:

- Developing strong working relationships with diverse departments within a company
- Using project management methodologies, such as Agile, to successfully complete projects on time and on budget
- Bringing together knowledge and expertise from various sources to implement complicated business processes in a web platform
- Working with stakeholders and partners to find innovative solutions to complex problems and conflicts to keep projects on track and ensure milestones are achieved



LIBERTY WINES

The Website Project Manager will have excellent communication skills as well as the confidence and drive to take ownership of issues and see them through to a successful conclusion quickly and efficiently.

Desirable:

- Experience with Dynamics NAV
- Knowledge of HTML and CSS and how best to deliver good design and UX within the functional requirements of a website or mobile application
- Strong design background. Delivering innovative and interesting website projects or mobile applications

Date: February '20



Carbon Neutral



DRINKS COMPANY OF THE YEAR 2019
ON-TRADE SUPPLIER OF THE YEAR 2018

 @liberty_wines
www.libertywines.co.uk
order@libertywines.co.uk

020 7720 5350