



Resource Manager – Fixed Term Contract

Department
UITS
Resource Management

Contact
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This is a full time job suitable for passionate professionals who want to work for a leading European Insurance Group on a very flexible work schedule.

You will work as part of a multinational group with true, large, enterprise-wide systems, complex architectures and real life constraints (speed, performance, non-stop systems availability) and are going to be part of a team aimed at designing and implementing enterprise level solutions.

Job brief

- Ensuring the development and execution of resource planning across all locations and teams within the UNIQA IT Services GmbH (UITS);
- Ensuring the mapping of resource requirements from business demand items with available skills and resources in order to develop a resource planning for every release;
- Facilitating the strategic and tactical resource and skill management and planning within UITS;
- Supporting the RSM group leader in the definition, rollout and maintenance of standardized resource management planning and reporting standards across UITS.

Main responsibilities

- Ensures the annual resource planning of UITS according to the available skill classes and the budget planning;
- Is responsible for all resource reporting and forecasting activities for UITS;
- Is responsible for building and keeping a current overview on the resource utilization and availability for UITS;
- Adapts the planning if resources are/ will become available in collaboration with Client Management and UITS Group Leaders;
- Builds staffing plans for defined releases for relevant demands in collaboration with Client Managers, UITS Group Leaders, Project Managers and Service Transition Managers;
- Suggests staffing requests (internal/ external) to UITS Management Board and proceeds of approved requests to HR or the market;
- Reports the current situation of available resources.



Required skills

- 3+ years of experience in Resource Management, Project Management or Release Management;
- Expert analytical and modelling skills, required in order to develop and maintain effective and efficient resource, skill and capacity models across all UITS functions;
- Good command of spoken and written English;
- Good command of spoken and written German (B2 level or above);
- Ability to multitask and to prioritize;
- Ability to manage confidential information professionally;
- Flexibility for periodic travel.

Desirable skills (nice to have)

- Knowledge of resource planning tools;
- Experience with Atlassian JIRA/Confluence tools.

Compensation & benefits

- Very stable work environment, as part of large Banking and Insurance Multinational Groups;
- Flexible work program, respecting your own private time;
- Full-time, unlimited employment contract with an attractive remuneration package and lunch tickets;
- Christmas bonus;
- Private pension and private health insurance contribution;
- Sport activities contribution;
- Extra vacation days;
- Time off when holidays fall on a weekend (up to 3 days/year);
- Exchange of experience and training with international professionals, as a premise for personal development;
- Career development opportunities;
- Free German language courses;
- Team building events held both in Romania and Europe;
- Possibility to travel in Europe (Vienna) for training, project meetings and workshops (depending on your availability and interest);
- Great workplace, central office location in a green and quiet area, great city view from our open-space terraces, state-of-the-art working equipment, uncrowded work areas etc.