



<https://ferventoptimal.com/job/project-coordinator-iii-remote/>

Project Coordinator III

Description

Work with various members of the project team and the client to develop a time line, create schedules, and oversee progress to make sure goals are met on time. ... These professionals are also responsible for coordinating and attending meetings and developing project strategies.

Project Coordinators support both waterfall and Agile execution. They have similar responsibilities on both waterfall and Agile team including maintaining key artifacts such as stakeholder registers and status reports, and assisting with project plans, meetings, and close-out materials. They are well-versed in both waterfall and Agile methodologies and provide support with administrative duties and other related tasks

Resource needs to show enthusiasm and would need to be a person to ensure that tasks are done

Hiring organization

Fervent Optimal

Date posted

November 20, 2024