



Behind every record, there are years of intensive training and the athlete's desire to produce excellent performances. Behind the result, there is profound know-how and the high precision of Swiss Timing's state-of-the-art technology.

If you have a special interest in technology and you want to participate in the future development of high level sport... we are looking for you!

Globally active, our company is constantly seeking for employees determined to progress and work in a highly innovative environment.

PROJECT PORTFOLIO COORDINATOR

YOUR MISSION : You are responsible for the execution of the portfolio management process. Where program and project managers focus on "doing work right", the Project Portfolio Coordinator focuses on "doing the right work". You are the primary conduit between managers of portfolio components and portfolio stakeholders and you establish, monitor and coordinate all assigned portfolios. You maintain lines of communication and ensure quality of information. You take accountability for delivering the portfolio and use influencing skills when required. You seek opportunities to improve portfolio outcome.

YOUR PROFILE : You have a High School Degree in Computer Science and/or Economy. You are able to resolve conflict involving different partners and program problems. You manage diverse workforce and resolve individual and organizational issues with objectivity. Team player and well organized, you have a pleasant and open personality. You are available for travels in Switzerland and abroad (approx. 20% of the time). You speak fluent French and English, German would be a strong asset.

WE OFFER : a challenging position with a possibility for professional development, complemented by a dynamic working environment within an international organisation.

Interested? Please address your application to:

Patricia Spozio

HR Manager

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