

Cartier Strategic Project Manager_地產策略專案經理

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Company: Cartier

Location: Taiwan

Category: other-general

KEY RESPONSIBILITIES

1. Manage key company projects and task force

Define objectives, framework and timeline for key company projects with the MD and Exco

Coordinate and consolidate the overall project planning

Facilitate communication with the Exco & stakeholders, ensure the projects are moving efficiently and delivered in a timely manner

Track project performance encompassing KPIs, qualitative comments and identify best practices

2. Lead yearly strategic plan presentation

Coordinate the yearly strategic plan presentation, facilitate discussion with the Exco to align the contents and market deliverables

Follow up the implementation of the annual strategic plan and achievement of targets

3. Team coordination and overall strategic thinking

· Support the MD in meetings and coordinate action plans

Prepare corporate documents or presentations for the MD, business review, regional meeting presentation, townhall presentation etc.

Animate internal communication and contribute to build a collaborative team spirit of the organization

REQUIRED COMPETENCIES

Education:

Bachelor's degree or above

Professional experience:

Above 5 years of working experience in luxury environment or consultancy Expertise in either PR, marketing or CRM field is highly preferred

Competencies:

Ability to articulate strategic missions to concrete project initiatives Strong appetite in creativity and innovation Strategic thinking mindset with strong ability to turn creative ideas into well-organized written plans Results oriented, with proactive approach to tasks Excellent communication and stakeholder management skills Team player with a strong spirit of collaboration Good influencer skills to optimize cross functional initiatives

Languages:

Excellent verbal and written English (a must)

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