

Assistant Project Manager

Full-time position in our headquarters in Patras

Our Company:

IRIDA Labs is a leading European based provider of **cutting-edge embedded computer vision** solutions, allowing devices to visualize and understand their surroundings through **on-device machine learning**. **PerCV.ai**, our unique end-to-end software and services platform is used for the development of machine vision applications addressing dynamic technology markets such as IoT, Industry 4.0, Smart Retail, and Smart Cities & Spaces.

Job Description:

We are looking for an **Assistant Project Manager** with excellent organization and communication skills, to support the operations within Irida Labs Agile PMO office including the project coordination, processes design and support as well as general administrative duties. Irida Labs Agile PMO is responsible for supporting the company's Product Development teams throughout the project execution, including Research and Development projects as well as Operations conducted to support the proper functioning of every project.

Responsibilities:

- Supporting project management and coordination
- Communicate project status with stakeholders
- Communicating with development teams
- Project planning
- Project infrastructure
- Administrative tasks – organization of company's processes
- Developing in-house platforms for internal processes

Required Skills:

Potential candidates should have a BSc degree in Computer Science/Engineering, and any of the following:

- BSc or Diploma in Engineering, Economics or Business Administration
- MS Office tools
- Critical thinking and problem solving
- Strong presentation skills
- Strong written and communication skills (English and Greek)
- Organization and leadership skills and experience

Desired (but not mandatory) Skills:

- Hands-on experience
- Professional certification – including PMP
- Agile scrum training or certification
- MSc in data analysis

Benefits:

And these are some of the perks you receive when you join Irida Labs:

- Work in a dynamic and pleasant environment at a fast-paced company
- Discuss and interact with tech-leaders at a global scale, using cutting-edge technology and driving new markets
- Competitive remuneration package
- Huge room for creativity and innovation
- Private medical insurance

Contact:

If you feel that you want to contribute to our company, you are welcomed to send your CV to:

HR Manager: Christos Theoharatos

e-mail: htheohar@irdalabs.com