



Term of Reference of Banking Software Implementation Project Manager

TERMS OF REFERENCE	
Program	Core Banking selection and implementation
Expertise	Project Management on Banking Software Implementation
Nature of Contract	Continuous
Duration of Contract	24 Months
<p>Banking Software Implementation Project Manager (BSIPM) will be responsible for selection and implementation of Core Banking Software and support RBBL to expand Banking services for different geographic range and operation areas of Nepal. This position will be part of the Banking Software Selection and Implementation and Project Management within Technology & Innovation. The goal of BSIPM is to select and implement excellent core banking software aligned to deliver expertise and consistent rigor, transparency and discipline. This function will enhance Technology & Innovation's (T&I) ability to efficiently and effectively deliver a strategic advantage to RBBL. The BSIPM supports project and programs across T&I. As a Project Manager, you will lead Projects that are strategic, and have broad impact in both the employee and customer experience. You will collaborate with Technology, the Line of Business, and Operations to develop an integrated plan, monitor and control the scope, schedule and cost while ensuring risks and issues are actively and aggressively managed and communicated.</p> <p>This position is located in Rastriya Banijya Bank limited, Central Office, Singhadurbar Plaza, and will support Retail Technology within the Core Banking and Bank Operations domains.</p> <p>As a Project Manager, s/he has to work in close collaboration with Project Management Unit (PMU) head and reporting to PMU Head and the Chief Executive Officer (CEO) of RBBL. The Banking Software Implementation Project Manager will be responsible for the following:</p> <p>Job Description</p> <ul style="list-style-type: none">• Manages single project from original concept through final implementation and post-project assessment. Accountable for meeting project objectives within established timeframes.• Plans and schedules project timeliness and milestones using appropriate tools. Accountable to ensure project team is resourced as needed.• Partners with project team members to assign tasks, direct activities, and control project execution. Builds, develops, and grows any business relationships vital to the success of the project.• Tracks and reports progress (management information system). Develops and delivers progress reports, proposals, and presentations.• Communicates project expectations to team members and stakeholders in a timely and clear fashion.	



RBBL Employees take pride in our reputation and to continue building upon that we expect our employees to be:

- Customer Focused - Knowledgeable of the values and practices that align customer needs and satisfaction as primary considerations in all business decisions and able to leverage that information in creating customized customer solutions.
- Managing Risk - Assessing and effectively managing all of the risks associated with their business objectives and activities to ensure they adhere to and support RBBL's Enterprise Risk Management Framework.

Competencies

- *Accuracy and Attention to Detail* – Understanding of the necessity and value of accuracy and attention to detail; ability to process information with high levels of accuracy.
- *Analytical Thinking* – Knowledge of techniques and tools that promote effective analysis and the ability to determine the root cause of organizational problems and create alternative solutions that resolve the problems in the best interest of the business.
- *Consulting* – Knowledge of techniques, roles, and responsibilities in providing technical or business guidance to clients, both internal and external; ability to apply this knowledge appropriately to diverse situations.
- *Effective Communications* – Understanding of effective communication concepts, tools and techniques; ability to effectively transmit, receive, and accurately interpret ideas, information, and needs through the application of appropriate communication behaviors.
- *IT Standards, Procedures & Policies* – Knowledge of and the ability to utilize a variety of administrative skill sets and technical knowledge to manage organizational IT policies, standards, and procedures.
- *Organizational Leadership* – Knowledge of, and ability to use strategies and skills to enlist others in setting, embracing and achieving objectives.
- *Problem Solving* – Knowledge of approaches, tools, techniques for recognizing, anticipating, and resolving organizational, operational or process problems; ability to apply this knowledge appropriately to diverse situations.
- *Project Administration* – Knowledge of, and ability to use, organizational strategies, practices and tools for administering projects.
- *Project Management* – Ability to plan, organize, monitor, and control projects, ensuring efficient utilization of technical and administrative resources, to achieve project objectives.

Qualification and Experience

- Master's degree in Computer Science, Information Technology, Information system or equivalent degree from a recognized university
- At least 10 years experience in Core banking product
- Must have hands on experience in implementing core-banking product



- Hands on experience in data migration and UAT
- Good knowledge on Retail/ Consumer banking

Additional Qualification and Experience

- Experience in implementation of Core banking solution is MUST.
- Industry standard certifications like COBIT, ITIL is an added advantages
- Project Management Experience, PMP certification will be helpful
- End to end deliver, co-ordination with client, vendors
- Manage stakeholder expectation, reporting and risk management
- Understand client bank's requirement and map it to vendor offering

Support to PMU

1. Assist PMU to prepare project progress report.
2. Undertake any other tasks requested by the CEO of RBBL