

Remote Project Management Intern – Shoppeal Tech Pvt. Ltd

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Company: Jobspaddy

Location: Ghana

Category: business-and-financial-operations

Company Description

Shoppeal Tech Pvt. Ltd. (OPC) is a startup that provides IT services and career-relevant training for students. Founded by Mr. Sudhanshu Singh (CEO at Shoppeal tech), Shoppeal Tech has been recognized by Silicon India Startup City as one of India's Top 10 E-Learning Startups. The company offers classes in Python, Mean and Mern Stack, Digital Marketing, Graphic Designing, and more, and is expanding into B2B and B2C markets, including offering free lessons to underprivileged students. Shoppeal Tech also provides software services such as web development, application development, graphic designing and digital marketing to clients across various industries.

Tenure: 3/6 months

Stipend: Unpaid Internship

Work Location: Remote

Work Schedule: 5 days working, 6 hours per day/ as it is a big managerial role so timings may differ too as per workload.

Role Description

This is a remote internship role for a Project Management Intern. The Project Management Intern will be responsible for day-to-day project planning and management tasks, and will support the Program Manager in various program management activities.

Qualifications

Analytical and Project Planning skills

Strong Communication skills

Familiarity with Program and Project Management methodologies

Currently enrolled in or recently graduated from a Bachelor's or Master's degree program in Project Management, Business, or a related field

Experience with project management tools such as Microsoft Project

Experience working in a team environment

Attention to detail and ability to prioritize tasks

Perks:

Letter of Appointment

Flexible work timings

Experience letter on completion

Certificate of appreciation (performance basis)

Certificate of recommendation (performance basis)

Best Performer Award (performance basis)

Pre-requisites:

Wi-Fi Connection

Power Back-up

Laptop/Personal Computer

Relevant skills and qualifications that would be beneficial include experience with agile methodologies, familiarity with JIRA or other team collaboration tools, and understanding of software development lifecycles.

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