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# Senior Programme Manager In Country Execution Lead for Global Standards

HSBC Technology Services

Closing date 23 September 2013

HSBC Bank Bermuda Ltd is seeking a Senior Programme Manager who will be responsible for overall management of activities required to implement the Global Standards Programme for all lines of Business, from planning through acceptance, to deliver upgraded processes and systems for both Bermuda & Cayman businesses. The overall project involves various project streams working in concert to deliver new standards and processes for client onboarding and Know Your Customer (KYC) activities, Financial Crimes Compliance and reporting. This will include relevant upgrades to the core banking platform, customer delivery channels and various supporting systems & functions, including interfaces to other systems.

#### Major responsibilities

- Defining scope, directing, approaching and accepting criteria of the overall project, beginning with participation in the project planning stage; establishing programme timeline through to post implementation reviews along with responsibility for overall programme strategy, documentation, coordination & consistency of individual project stream documentation
- Consolidating and integrating of individual work stream schedules in to overall project schedule as well as engaging additional resources as required to deliver environment, performance or security testing, automation tools; overseeing and assisting in the defect resolution process as well as managing business and technical involvement and escalation as necessary
- Defining standards to be followed by all project streams, setting up a programme governance structure, managing cost against project budget, monitoring risk logs, overseeing quality assurance and ensuring compliance with Group standards, project methodologies and tools
- Reporting programme progress on a regular basis through working groups, committees and stakeholder management, managing stakeholder expectations as well as managing decision logs and minutes of critical meetings
- Assisting in identification of overall programme issues/risks and identification of recommendations and solutions; assisting work streams to develop business requirements documentation and facilitate discussions to implement or change process, balancing testing constraints and dependencies across all project streams

#### Minimum qualifications

- University degree, preferably in Finance with a minimum of ten years progressive experience in a similar role
- Prior experience running a large programme in a multinational environment, preferably in the financial services sector
- Excellent communication, organisation, coordination and leadership skills and proven ability to lead cross functional team and work across lines of business
- Strong knowledge of Quality Assurance, Quality Control Methodologies as they relate to testing of systems/applications

Interested applicants are invited to apply by sending your résumé and cover letter to:

Email recruitment.dept@hsbc.bm  
Fax 299 6524:

Post Recruitment Department,  
Human Resources,  
HSBC Bank Bermuda Limited, 37  
Front Street, Hamilton HM 11

Application forms are available in all HSBC branches and at [www.hsbc.bm](http://www.hsbc.bm)

All enquiries will be held in strict confidence.  
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