



Company Name: ValuEnable Pvt Ltd (A Zerodha backed Insurtech)

Position: Product Manager / Project Manager

Looking for a **professional with proven credentials in managing IT Projects** to enhance the quality of our client deliveries of the organization.

Product Manager / Project Manager is required to have,

1. Jira Maintenance

- Create, update, and manage Jira issues.
- Ensure all tasks, stories, and epics are accurately recorded and prioritized.
- Monitor and track the progress of ongoing projects.
- Generate reports and dashboards for better visibility of the project status.

2. Discussion with Product Owners for Enhancement and Timelines

- Regularly meet with product owners to discuss potential enhancements and new features.
- Gather requirements and translate them into actionable tasks.
- Negotiate and agree on timelines for delivery.
- Keep stakeholders updated on progress and any changes to the schedule.

3. Streamline the Work

- Identify bottlenecks in the development process and implement solutions.
- Optimize workflows to improve efficiency and productivity.
- Ensure clear communication and collaboration across teams.
- Maintain a balanced workload for team members.

4. QA Team Reporting

- Coordinate with the QA team to ensure thorough testing of products.
- Review and analyze QA reports to identify defects and issues.
- Prioritize bug fixes and ensure timely resolution.
- Ensure that the product meets the required quality standards before release.

5. Products to Go Live

- Plan and execute product launches.
- Coordinate with marketing, sales, and support teams to ensure a smooth launch.
- Monitor the product post-launch to address any immediate issues.
- Gather initial feedback and make necessary adjustments.

6. Product Enhancement - Taking Feedback from Internal Team, Product Owners, Business Teams

- Collect and analyze feedback from various stakeholders.
- Identify areas for improvement and new feature requests.
- Prioritize enhancements based on business value and feasibility.
- Communicate enhancements and updates to relevant teams.

7. Managing Tasks Across the Tech Team

- Assign tasks and responsibilities to team members.
- Monitor the progress of tasks and ensure deadlines are met.
- Facilitate regular stand-ups, sprint planning, and retrospectives.
- Address any team concerns or roadblocks promptly.
- Ensure alignment between the tech team's efforts and the overall product strategy.

8. Maintain BRD, PRD and release document

- Develop and maintain comprehensive Business Requirement Documents (BRD).
- Maintain Product Requirement Documents (PRD) to outline the product features and functionalities. (Preferable combined with BRD)
- Maintain release document with release versions, taking business sign-off and keeping track of all releases.
- Ensure all documents are up-to-date and accessible to relevant stakeholders.
- Use these documents to streamline work, define release cycles, and manage release versions.
- Coordinate with various teams to ensure all requirements are well-documented and understood.

Why Should You Consider Working (In this Role!) With ValuEnable?

- We are a 4 year old well-funded and profitable service focused insurtech venture, solving a USD 40 Bn per year customer retention problem for insurers. We work with 8 of the top 10 private Life insurers in the country helping them solve this problem.
- We have been recognised by **IRDAI** in its first-ever Open House for Insurtech held last year. One of India's most well respected financial institute, **Zerodha**, is our lead institutional investor through it's fintech investment arm, Rainmatter Fintech Investment
- You will work with significantly senior levels at our partners' end, helping address their specific requirements.
- You will be handling interactions with multiple stakeholders such as business, technology and product teams. You can leverage the experience you already have, we promise your experience will only be enriched!

Eligibility

- 5+ years of work experience in Project Management
- Experience in BFSI domain in relevant roles
- Bachelor's degree in IT or Computer Science

Compensation

- Market standards

Job Details

- Employment: Full-time
- Base Location: Mumbai