

Start your career in a growing software company as Project Manager

Ever heard of Omnidocs?

Omnidocs is a consulting and software company – but more than anything a document company. We create value for our customers by helping them improve their use of Microsoft Office, creating and implementing on-brand solutions that fuel productivity, embed compliance, and increase job happiness. We have a wide range of competencies when it comes to documents in a work context, but our purpose is very straightforward: We make every workday work better.

We are currently looking for a technical project manager for our Danish office who can steer our many and versatile projects and thus make a difference for companies such as Carlsberg, Maersk, Novo Nordisk, Deloitte and, several of the world's largest law firms and consulting firms.

What are you going to work with?

Your primary task is to manage a wide range of projects of relatively high technical complexity – Danish and international, large, and small. The projects we deliver to our customers are related to our productivity tools, the brand management solution, Templafy, and the document automation platform, DocuMotor. Your tasks will range widely, but will include:

- Project management of implementation projects with technical complexities
- Delivery of solutions, ongoing follow-up with customers, and consulting
- Configuration and troubleshooting of customer solutions
- Prioritization of tasks in our delivery teams
- Delivery, handover, and invoicing of the projects you will be project managing

In the long run, your responsibilities and work tasks will depend on your competencies and personal ambitions as we are a company that supports our employees in their individual development.

Who are you?

You are nice to be around and thrive in an international environment where we help each other across teams and roles. Other than that

- you may just have finished studies relevant to this area and are eager to pursue a career in project management.

- you may have had a student job and been working with projects of a technical nature, such as integrations, and data transformation; words like JSON and XML are not unfamiliar to you.
- you have a natural interest in software platforms and technical solutions, and a strong motivation to familiarize yourself with what we do.
- you are helpful, detail-oriented, structured, and efficient

What kind of company is Omnidocs?

Our approach to how we work is closely aligned with our core values – take a look at our company values and our employer branding video on our career site

<https://omnidocs.com/about-us/careers/> and you'll get a good idea of who we are.

We believe that work should be both fun, engaging, challenging, and meaningful – and then some! Helpful and understanding colleagues, small talk and friendly jokes, good coffee, and awesome lunch in beautiful surroundings are just some of the big extras you will find in a workplace like Omnidocs. We do social activities such as soccer, badminton, LAN parties, and Friday bars, just as we occasionally experience the world outside Omnidocs together. Most recently we have enjoyed a retreat on the Swedish west coast and in May we are visiting the coast of North Sealand.

Our office is newly renovated and located in the heart of the historic neighborhood Christianshavn, surrounded by canals and great little cafés and restaurants. We enjoy our lunch in the fabulous local Italian restaurant called Undici. We have plenty of light and air while being close to everything - including the metro, the canals, and the city center.

How do I apply?

Upload your application and CV via this link

<https://omnidocs.bamboohr.com/jobs/view.php?id=78> preferably as soon as possible and no later than June 15. If you have questions about the position, please contact COO, Birgir Sigurdsson, bis@omnidocs.com, or CPCO, Thanya Bryndum Hoff-Lund, thl@omnidocs.com. We are looking forward to hearing from you!

We encourage all qualified applicants to apply regardless of age, gender, religion, country of origin, or ethnicity.

Please note that we accept applications and CVs in both Danish and English.

Omnidocs is a hybrid company offering solutions and services that empower document creators around the world. Since 2004 we've been working with organizations to help save time and money with on-brand solutions that fuel productivity, embed compliance, and increase happiness; all in a smarter way.

Today, we are 81 people in our offices in Copenhagen and New York and we are currently expanding with even more roles to fill. We have more than 2,500,000 users worldwide, and on the global scene, we serve clients such as UBS, Novo Nordisk, Maersk, Accenture, EY, PWC, Lincoln Financial Group, Colliers, KPMG, Vestas, Ericsson, Dentons, Carlsberg, and Nestlé.