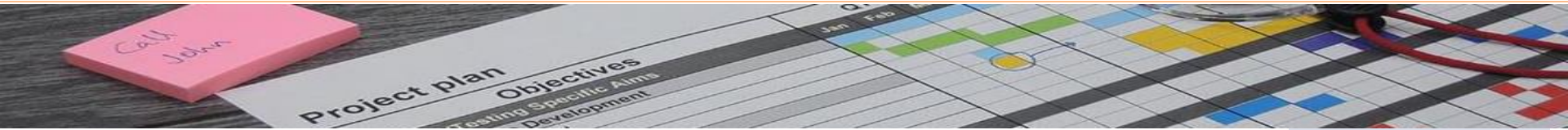


Project Management | Financial Planning for Center of Excellence



Situation

In order to create efficiencies and reduce expenses, our client, a multinational financial services corporation, had kicked off a corporate wide finance project the preceding year, to identify, streamline and automate areas of the financial planning process, and to establish a center of excellence. The client requested a Project Manager (PM) with financial planning and analysis experience at a financial institution similar in size to support the planning and forecasting work stream within the project.

Solution

The SolomonEdwards PM assumed responsibility for the existing project plan and moved quickly to meet with key team members to review the plan, identify any gaps, and update progress. The PM established a weekly cadence to update and distribute the project plan, collaborate with the team and task owners to identify risks, and elevate issues as appropriate.

The PM produced weekly status updates for Project Management Leadership and participated in the weekly Project Status Meeting providing updates on the Planning and Forecasting work stream progress. This required securing updates from key work stream contributors. The PM also worked closely with leadership to identify and report any risks and issues to the Project Management Office. The PM created presentations for use in various meetings such as the Key Design Document Meeting and meetings with CFO. The PM also facilitated the Weekly Team Meeting, gathered notes and key take-aways, and updated and distributed the Weekly Status Report.

Results

The SolomonEdwards PM played a key role in ensuring Phase 1 of the project was completed, coordinating deliverables from cross functional teams, ensuring project plan alignment and delivery of key functionality all within budget.

The PM implemented the following tools to ensure the roll out of the new functionality and processes:

- Established a Risk and Issues log which identified tasks / deliverables that could hinder delivery dates.
- Established a key task log to track follow up items from meetings, secure updates from task owners and track progress.
- Managed key deliverables and milestones tracking. Elevated any that were at risk of being delayed and worked with owners to ensure delivery.
- Brought cohesion to the work stream which had previously experienced a high turnover rate in the role.
- Increased the accuracy of the project materials and ensured their timely delivery.
- The PM was viewed as a leader among the broader Finance Project Team and was often requested to help with the onboarding of new Project Managers.



INDUSTRY:
Banking -
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SERVICES:



**Accounting &
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**Business
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