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Deloitte Advisory Services is a multi-disciplinary professional services organisation part of the Deloitte network. Our international capabilities combined with local expertise help our clients succeed, wherever they operate. In our continuous efforts to be the preferred service provider in Sri Lanka, we require proactive, dynamic, and self-motivated individuals with excellent interpersonal skills and a high level of commitment. The details of the position are highlighted below.

### Analyst – Project Management

Our Cyber Transformation team helps organizations more confidently pursue their growth, innovation and performance agendas through proactive management of the associated cyber risks. We are looking for individuals with project management experience to manage operational activities across the team facilitating decisions between stakeholders. Candidates with a blend of project management and cyber domain expertise will have an added advantage.

#### Key Responsibilities

- Work with respective Project Managers on project planning and resource allocation
- Assist in Resource Allocation , Scheduling and Capacity Planning
- Serving as the primary point of contact for all Cyber Transformation projects
- Managing stakeholder communication and progress reporting
- Monitoring the progress of the projects and providing regular reports to stakeholders
- Undertaking all administrative tasks for each project
- Scheduling progress meetings for the team, assisting with onboarding/offboarding resources

#### Key Requirements

- Minimum 01-year proven experience in project management
- Ability to comprehend functional and technical requirements
- Degree in Business, Technology, Computer Science or related field - PMP or other relevant certifications appreciated
- Independent learner, creative problem solver able to adapt to changing priorities with a high level of integrity
- Understanding of consulting/project management best practices and trends
- Excellent report writing and verbal communication skills , ability to manage multiple tasks simultaneously

#### How to apply

Email a detailed curriculum vitae (CV) to [lcareers@deloitte.com](mailto:lcareers@deloitte.com) indicating the post applied and the names and contact details of two non-related referees.

#### Our Office

Deloitte Advisory Services (Pvt) Ltd  
100, Braybrooke Place Colombo 02  
[www.deloitte.com](http://www.deloitte.com)