# Wipro Digital

**Who are we:**

Wipro Digital collaborates with clients to deliver customer-centered digital transformation.   We are an innovation-led partner combining strategy, design and technology to engineer extraordinary experiences for brands, businesses and their customers.

Working at the intersection of strategy, design and technology, we derive insight, shape interaction, drive integration and unlock innovation for our clients. Drawing on 150,000 associates across Wipro, Wipro Digital delivers extraordinary experiences for global brands, businesses and their customers at scale. With merger with DesignIt, a leading design strategy firm, Wipro Digital now has a team of 350+ design professionals working in 10+ design offices around the world.

Our multi-disciplinary, purpose-built team includes experts in digital and marketing strategy, service design, user interaction, technology and agile development and more. We come from industry, consultancies, digital agencies, ad agencies, creative agencies, startups, technology and development firms. Our extensive experience solving complex business, marketing, and technology problems in industries including finance, manufacturing, media and telecommunications, retail, consumer goods, transportation, government, health and life sciences, and energy brings unrivaled capability, scale, agility and acceleration to client engagements.


Design Project Manager

Wipro Digital is seeking a Design Project Manager who has experience managing projects in a design agency setting or otherwise managing design deliverables in teams comprised of user researchers, UX designers, usability analysts, content strategists, prototypers etc. This person is tactical, organized, and a positive individual who will play a key role in keeping the project intake process straight, validate project engagement parameters, set up war rooms on and offline, and ensure that the right resources are committed at the right point in the conversation. The Design Project Manager will own day to day projects schedule, manage project costs, timelines, and quality while remaining flexible and focused on creating the best creative solutions.

The best candidate for this role will:

- Have 3-6 years of design project management experience with user experience and visual design projects
- Understand design artefacts and deliverables – difference between wireframe, mockup, and prototype, heuristic evaluation and usability testing etc.
- Understand Agile development process, and project management activities such as work breakdown, dependencies, team roles and responsibilities
- Triage internal and external requests early in the process, evaluate, organize, and connect opportunities with design leadership to take forward
- Create and manage day-to-day project schedule to ensure timely and budget conscious delivery. Track risks and opportunities to studio manager
- Manage multiple projects with different teams, stakeholders, clients, objectives, and at various stages. Prepare status updates and keep leadership apprised of potential blockages
- Monitor and update production schedules with user experience team against roadmaps, communicating and negotiating dates and milestones with cross-functional team members, including design management, product management, engineering, external vendors.
- Attend design reviews, take detailed notes of design decisions, and communicate results and conclusions back to the team, including resource coordination, status reporting, scheduling, facilitating engagement across stakeholders
- Administer process improvements through recommending areas of opportunity and supporting new processes that will increase efficiency and agility including calendar management, documentation, communication, and meeting cadences.
- Proactively help create documentation for improving process, organizational alignment and work distribution.
- Experience with Adobe Creative Suite – Photoshop, Illustrator, Dreamweaver, and with HTML/CSS/JavaScript technologies
- Manage full-cycle print production when needed– obtain creatives from designers, negotiate with vendors, supervise prepress work, evaluate samples, mark proofs and ensure appropriate deliverables
- Have experience managing projects within large services

organizations with awareness of organizational procedures such as resource loading, project finance reporting systems etc.
- Have excellent team/collaboration and written and verbal communication skills; attention to detail, follow-through, and zero-error attitude