



## Product Manager

*Mumbai*

### **About Us**

Zaya is an education technology consulting firm focused on developing innovative solutions for the most challenging problems in learning and education.

We began our journey in 2012 by solving the most challenging problem of all - how to deliver high-quality education to the more than billion children around the world who have no access to the internet. Through our award-winning ClassCloud device, children in Indonesia, India and Mongolia were able to access high-quality content that was personalised to their needs at affordable rates.

After five years of developing cutting-edge educational products, we have broadened our focus to improving systems for learners everywhere. We are now working on developing impactful learning solutions to help train teachers, encourage outdoor play and improve the efficiency of school operating systems.

While our ClassCloud and School WiFi devices and educational applications continue to be used in schools across India, we are now working on creating the first of its kind learning and school management engine that can help schools across the world in improving learning outcomes, manage teachers and their professional development and assist school managements in decision making through analytics.

### **Responsibilities**

As a Product Manager, you will be responsible for designing and implementing product development strategies and manage end to end product development cycles. With a large base of clients to serve, you will need to think big, manage projects end to end and streamline communication between all stakeholders.

- Gather business requirements from clients by managing the requirement gathering process for all clients
- Help our clients think through their processes and come up with innovative solutions to their problems and needs.
- Create Business Requirement Documents and Change Management Documents for clients and manage version control and sign-offs
- Design Wireframes, Interfaces, Flowcharts and Use Case Diagrams for all stakeholders.

- Manage all milestones and projects of software development holding all stakeholders accountable for inputs and keeping them aware of their dependencies
- Take ownership of delivery to clients, adhere to deadlines for product delivery and take regular feedback from all stakeholders for improvement
- Create a larger vision for the products developed to create a product platform with a series of integratable products as components
- Assure quality is being delivered and constantly think ahead with a vision for the product.
- Manage all communication with clients while managing their needs, unexpected new needs

#### **Qualifications**

- Degree in Engineering (CS, IT Preferred)
- 4 years of experience with at least 2 years of work experience as a product manager
- Design Software Usage Proficiency (Sketch, Balsamic, Gliffy etc.)
- Using Project Management Tools (JIRA, MSPS, PPM etc.)
- Google Suite (Office, Drive, Email, Hangouts etc.)
- Experience in Education Based Organisation with understanding of interactions in learning based scenarios(PREFERRED)

#### **Desired Skill Set**

- Strong hold on Project Management and Software Development Life Cycles.
- Team Management and experience in working closely with development teams.
- Excellent Documentation and Data Management Skills.
- High level of confidence in his/her ability to handle all communications.
- Ability to think at all levels in a system and not just as a user while designing products.
- Have a problem solving approach and high level of integrity in creating products that bring value to our clients and solve process and efficiency related problems for them.

#### **How to apply**

Email your resume and a cover letter to [careers@zaya.in](mailto:careers@zaya.in) with "Product Manager" in the subject line. Please include a short summary explaining why you are the right fit for this role.