



Project Manager

About OptiFunder

OptiFunder is an innovative FinTech company and the pioneer of the Warehouse Lending Management System for mortgage originators. We provide a portfolio of technology solutions to non-bank mortgage originating institutions to help lenders originate more loans, reduce origination costs, and increase operational efficiency across the mortgage lifecycle. By joining OptiFunder, you'll become part of a forward-thinking company that is transforming the way our customers embrace technology to enhance their business and the bottom line. One of the fastest growing fintech companies, we offer the excitement of a rapidly growing technology disruptor with the stability of a seasoned management team and some of the brightest minds in mortgage banking and best talent around. Visit www.OptiFunder.com to learn more.

Job Description

We are seeking an experienced Project Manager to lead OptiFunder software implementation projects from kick-off through post-implementation. The ideal candidate has a proven track record of managing multiple concurrent client projects and enjoys building strong client relationships, creating clarity and accountability, and driving successful outcomes. This role partners closely with clients and cross-functional teams while providing clear project visibility, fostering stakeholder alignment and ensuring successful delivery.

Responsibilities

- Lead and coordinate multiple concurrent OptiFunder implementations from sales handoff through go-live and transition to support.
- Establish and maintain project plans, timelines, milestones, and reporting to provide clear visibility into project status, risks, dependencies, go-live readiness, and overall project health.
- Manage project scope, risks, issues, and assumptions throughout the project lifecycle.
- Serve as the primary point of contact for clients, driving alignment, and decision making.
- Partner with clients and cross-functional teams to drive accountability and achieve project objectives.
- Facilitate project kickoffs, steering committees and status meetings.
- Ensure successful testing, go-live planning, deployment and transition to support.
- Effectively capture and maintain multiple workstreams with varying levels of complexity.
- Contribute to implementation methodology enhancements and PMO best practices.
- Maintain subject matter expertise of OptiFunder products and services through training and self-study.

Skills and Experience

- 5+ years of project management experience, including enterprise software implementations



- Proven experience managing multiple projects simultaneously in a fast-paced environment while maintaining high-level of customer satisfaction.
- Experience managing software implementations and integrations.
- Experience with mortgage technology platforms including Loan Origination Systems, Document Custodians and/or Warehouse Lending Systems preferred.
- Strong understanding of project management methodologies, including Agile.
- Excellent written communication skills with the ability to document project assumptions, risks, and timelines clearly for both technical and business stakeholders.
- Proven ability to navigate ambiguity and solve problems where limited documentation exists.
- PMP certification preferred.
- Experience with mortgage technology platforms including Loan Origination Systems, Document Custodians and/or Warehouse Lending Systems preferred.

LOCATION Anywhere USA - remote

Job Type: Full-time

We are an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to any protected class status.