

# Project Management Office

## At a glance

The Xtravirt Project Management Office (PMO) provides skilled management activity across all engagements. This allows us to deliver outstanding projects, regardless of their size and complexity whilst ensuring that our own quality baseline is maintained, successful outcomes are achieved, the quality delivered is as expected by all stakeholders, to agreed scope, timeframes and budgets.

Our approach to governance is collaborative and we can tailor our involvement based around necessity and budget; whilst maximising our value to your organisation.

## Key features and benefits

- Structured project introduction ensuring common understanding and focus
- Managed introduction of change where required (scope, timescales, team composition)
- Inherent knowledge of your project from the start with involvement from the pre-sales cycle onwards
- Excellent risk identification and mitigation – we bring our experience from projects of all sizes to be able to spot the signs of risk, provide options for mitigation whilst coordinating stakeholder communications
- Flexible approach – we can offer various levels of support from light touch to fully managed
- Our industry reach means we're equipped to handle complex conversations with your partners across all workstreams of your portfolio

## Activities and Outcomes

The PMO will help ensure the seamless progression of a project through each stage:

- Project initiation
- Regular customer/partner/consultant communication
- Project and work package monitoring
- Change, risk and escalation management
- Reporting (progress and financial)
- Feedback loop and lessons learnt for continuous improvement
- Project closure

## Approach

The PMO deliver project management via a range of engagement models, each tailored to suit your individual project and programs, all based on sound principles formed from decades of experience in managing IT projects of all sizes and complexity.

Your desired outcomes are understood by the PMO and we'll always ensure that activity on the project can be traced back to the successful delivery of those outcomes. Our strength in communication and stakeholder management means you'll feel confident of success when a project is being guided by us.

We've based our delivery framework on industry standard models for waterfall and agile project management. This ensures that infrastructure and development projects are managed in a consistent fashion and align to working methods already employed in your organisation.

Our PMO team consists of Programme Managers, Project Managers and Service Delivery Managers who are experienced coordinators and managers, all with a rich history of technical delivery themselves. This technical background means we're not lost in the conversation and our reporting is accurate without being overly technical – perfect for senior stakeholders and sponsors not directly involved with your project.

## Additional services

Xtravirt have a full range of 'packaged services' – robust consultancy solutions based on proven methodologies that can be used to:

- Fully scope out the IT challenges in any environment
- Guide planning and implementation strategies
- Highlight pitfalls and potential show stoppers
- De-risk and future proof the customer's IT investment
- Help build strategic relationships and improve customer lifetime value

Some examples of additional available services include: IT transformation through Migration as a Service, Managed Service Desk and Business Advisory Services.

Alternatively, services can be tailored to fit specific customer requirements.

## About us

Xtravirt believe in the power of technology innovation to transform business. We are a global award-winning IT consultancy, trusted by our partners and customers to solve complex IT challenges and deliver promised outcomes. Independence is our asset and people our strength.

Xtravirt offer end-to-end consultancy solutions across our four key service pillars - digital infrastructure, hybrid cloud, digital workspace and cybersecurity.

We are a knowledge business with a model designed to:

- optimise and accelerate time to value for customers adopting new technology
- support the strategic objectives of our partner ecosystem
- support innovation and the ongoing development of best-in-class services.

