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# Example of Account / Project Manager Job Description

Our innovative and growing company is searching for experienced candidates for the position of account / project manager. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for account / project manager

* Develops the business within major enterprise-wide programs, often involving multi-function divisions
* Responsible for enhancing the partnership between Agilent and our external customers ensuring customers experience Agilent’s superior customer service throughout several countries within the assigned customer sites
* Performs strategic account management functions within assigned strategic enterprise customers
* Works closely with internal customer service delivery team to ensure best in class service delivery to assigned customers
* Collaborates with other organisation within Agilent to ensure business opportunities are realized and executed upon
* Develops the Agilent/customer partnership
* Ensures the success of Agilent strategic account management program
* Delivery of Enterprise consultancy services within the Laboratory Productivity Service product portfolio (RA/LBI etc…)
* Supports country service delivery teams on strategic account management within assigned countries
* Ensures the success of the overall Agilent business and service levels at assigned customer engagements

## Qualifications for account / project manager

* Ability to start 9/1
* Manage multiple work streams and client groups, prioritizing as needed and ensuring that projects meet timelines and deliver results
* Maintain, adjust and update project plans as needed
* Communicate and ensure resolution of all issues
* Educate clients on working relationship with Global Creative Studio, explaining roles and responsibilities, process, and budgeting
* Manage moderately complex project work for the Global Creative Studio