Downloaded from <https://www.velvetjobs.com/job-descriptions/acquisition-program-manager>

# Example of Acquisition Program Manager Job Description

Our growing company is looking for an acquisition program manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for acquisition program manager

* Conducting candidate outreach and screening interviewing candidates on-site
* Plans, organizes, and directs the business operations of 46th Test Squadron Detachment 2, ensuring the detachment complies with legal and regulatory requirements, meets customer needs, and clarifies initial test requirements
* Represents 46 Test Sq/Det 2 with a variety of installation of functional area organizations
* Manages a multi-disciplined team to develop, establish, implement and control contractual, financial and logistical aspects of the Detachment
* Liaise with client business units and assist with developing strategies enabling AT&L
* Act as liaison between Suppliers and the technical leads/project managers in respect to Acquisition and Logistics to ensure technical requirements, schedules and cost targets are fully achieved
* Responsible for the verification and follow up on the status of deliverables under open contracts and communication to appropriate stakeholders of changes
* Interact and build robust relationships with Customers and Internal Business Owners
* Anticipate, create, maintain, and disseminate status roadmaps, and documentation to stakeholders
* Interfaces and teams with Engineering and other stakeholders in fulfillment of ACST deliverables

## Qualifications for acquisition program manager

* Demonstrate good judgment and business/leadership maturity
* Possess a strong attention to detail, operate effortlessly in a highly dynamic environment and leverage maturity and business acumen to make excellent decisions
* Comfortable with analytics and utilizing data to track and measure results
* Bachelor's in marketing, advertising, or related field (advanced degree preferred)
* Senior personnel must have a minimum ten (10) years’ experience in their functional area
* Participate in long term planning and work prioritization with senior leadership