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

# Example of Automation Manager Job Description

Our company is looking to fill the role of automation manager. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for automation manager

* Work with engineering companies to review and approve detailed design
* Develop, manage and maintain detailed schedule for automation activities
* Interface with clients, vendors, and internal teams to coordinate project schedules and plans
* Provide status updates to internal leadership and client team
* Manage the resources responsible for configuration and testing of the software components
* Manage deliverables from support teams and automation hardware vendor
* Directs and manages all staff associated with Calibration, Quality Control and Repair, Logistics, and Inventory Control
* Develop and implement departmental initiatives
* Develops and maintains Key Performance Indicators and reporting of any deficiencies or negative trends proposing corrective actions to Senior Management
* Ability to take ownership of the Planned Preventative Maintenance (PPM) schedule, perform preventative maintenance and repairs on equipment

## Qualifications for automation manager

* Work authorization that does not require sponsorship of a visa for employment authorization in the United States
* Infrequent travel to national conferences or regional events will be required
* Service-oriented architecture principles, patterns and infrastructure
* Experience in technical sales and marketing
* Experience in automation, electrical engineering and instrumentation
* Experience of water and wastewater industry