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# Example of Business Change Manager Job Description

Our growing company is hiring for a business change manager. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for business change manager

* Prepare project plans for each project and work with business in pulling together project team from fund accounting, transfer agency etc including actions and risks associated with each change
* Manage and deliver multiple medium to large business change projects to time, standard, and budget on behalf of the client (O2)
* Manage team members providing training, coaching and mentoring
* Manage complex systems process analysis, design, deployment, and user adoption
* Anticipate and plan for managing process changes
* Creating and utilizing a Business Process Assessment framework, including benefit analysis and risk assessment
* Decomposing and rolling up business process components within an RACI model
* Leveraging understanding of business objectives to identify and validate business process opportunities
* Strive to build a continuous improvement culture across PCG
* Serving as a point of contact working with various business areas and shared business functions such as Compliance, Legal

## Qualifications for business change manager

* Certifications, qualification in Project Management (PMP, PRINCE2) will be advantageous
* Degree-qualified, with minimum seven years of industry experience in the Financial Services industry, preferably in Operations or Technology
* Knowledge of processes related to Operations and / or the Financial Services industry
* Bachelors Degree in Organization Management, Science, Technology
* Strong verbal communications along with experience in preparing clear business cases and memo writing
* Experience in providing a successful balance delivering short terms wins with progressing improvement towards a long term vision