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

# Example of Capability Manager Job Description

Our growing company is looking to fill the role of capability 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 capability manager

* Interface with Global Services and Business Unit HR heads to ensure the enterprise’s standard succession management operating guidelines, approach and tools are applied consistently across all functions and regions
* Project manage succession management programs and processes, MC Talent Rhythm, MC and Board of Director talent review, CEO Forum, Enterprise Talent Story
* Establish strong working relationship across Global Talent Management partners to develop integrated practices and align on common goals to build diverse global leadership pipelines, Development, Assessment, Executive Recruiting
* Develop and maintain specific method capabilities to support discover and product performance evaluation
* Define the way of working between Lewisburg and Aimargues site for project design and execution
* Coordinate RC R&D initiatives on site
* Provide support to RC R&D in order to design protocol matching with local capabilities
* Proactively translate business strategies into multi-year capability roadmaps and concrete informatics programs
* Lead collaborative efforts with business areas to develop and gain approval for programs that create tangible business value with well-articulated and evidenced based business outcomes
* Lead and manage strategic programs, from concept initiation through delivery, including the successful transition of new, validated capabilities into production operations

## Qualifications for capability manager

* Programming experience focusing largely on Java and XML
* Bachelor’s Degree in a related discipline from an accredited educational institution
* Deep subject matter expertise and personal passion in progressive learning and development theory and demonstrated experience
* Ability to work well with minimal supervision in a fast-paced environment while managing multiple priorities
* Proficiency using a variety of Microsoft programs (Word, Excel, PowerPoint, Visio)
* Master’s Degree in a related discipline from an accredited educational institution