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# Example of Change Management Job Description

Our innovative and growing company is hiring for a change management. 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 change management

* Refine and maintain appropriate frameworks, systems, policies and procedures and reports to support organisational change management development programs
* Develops and manages end-to-end Organizational Change Management strategy for the project/initiative, including design and development of change management activities/deliverables
* Proactively identifying and supporting development of strategies to mitigate emerging issues
* Helping to implement transformation management office facilitating change drivers
* Actively supporting the Project Leadership to achieve Change Mgmt milestones, such as Stakeholders Mgmt and Organization Readiness Activities
* Tracking the Change Mgmt Plan, guaranteeing the completion of each Change Mgmt activitiy
* Responsible for the Change Impact Database Mgmt, implementing preventive and remediation actions that guarantee Project Implementation
* Change Management Plan Milestone Execution
* Leadership Action Plan
* Partners closely with PMO work streams to develop change activities and key deliverables for change management strategies

## Qualifications for change management

* Experience working in a project-based environment and understanding of how change activities are integrated with the overarching project lifecycle
* Ability to work with a limited amount of day-to-day guidance
* Must be able to demonstrate a solid understanding of the Change Management Process and how it interfaces with other ITIL Processes, IT and Business departments
* Minimum a high level understating of the Mobile Telecom Infrastructure, including knowledge of Multi Technology/Multi Domain Telecom Environments like 2G/3G/4G and respective Network Domains
* Clear high level understanding of IT Network and IT Application is a big plus
* Experience in using BMC Remedy is considered a plus