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# Example of CI Manager Job Description

Our company is growing rapidly and is looking to fill the role of CI manager. 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 CI manager

* Work with operation team in sourcing third party agencies
* Manage a portfolio of continuous improvement projects in Prague
* Lead, motivate and develop a professional C&I and NUB collection team, prioritize work and allocate resources in order to ensure results are delivered in line with service/product providers and business objectives
* Develop a C&I / NUB arrears portfolio strategy which maximizes the performance of fast and first-time payments, and minimizes the number of late stage, legal and miscellaneous credit cases
* Develop policies and strategies related to credit and deposit programs and translate these into effective procedures which generate high success rates in credit payments
* Manage ongoing operations to deliver an effective and high performing transactional C&I outbound and field collections team(s) in order to ensure a fast and effective means of securing credit payments and a positive client/provider experience
* Create, implement and develop processes and controls which offer a consistent and appropriate means of recording, fielding and receiving credit payments
* Analyze themes and trends from a range of sources and systems in order to identify opportunities to increase the rate and level of successful credit payments
* Develop high level plans, manage projects and champion innovation working within and beyond the sub-function in order to test validity and drive efficiency, accuracy and timeliness across credit and collections
* Drive Market Analytics and Business insights, that greatly influence the AM brand and programs, to both internal and external stakeholders

## Qualifications for CI manager

* Bachelor Degree and Master’s Degree from an accredited institution in Accounting, Business, Architecture, Engineering, Construction Management or Sustainability strongly preferred
* Good experience of support and maintenance of the CC/CI module
* Familiarity with continuous integration and version control (Jenkins, GitHub, Liquibase, SSDT)
* Bachelor’s degree in Computer Science or related discipline with 2+ years of team leadership, people management or other similar experience
* Experience as a product manager, product specialist or enterprise architect in the IT Infrastructure and/or application space preferred
* Financial and vendor management of IT related services or offerings, ideally in a Service Management model (P&L support of a product)