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# Example of Client Implementation Job Description

Our company is growing rapidly and is hiring for a client implementation. 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 client implementation

* Directs the overall activities to ensure that implementation projects remain on track and aligned with organizational objectives, including but not limited to schedules, budgets, key project objectives and project methodology as set forth by the Company
* Ensure the creation and execution of a repeatable and effective process for implementing customers
* Maintains an active awareness of all sales and renewal pipelines
* Ensures the Front Office System (FOS) is maintained with all pertinent customer information
* Allocates project assignments to best utilize resources, meet project objectives, and deliver quality customer service
* Provides expertise and project and technical advice to implementation managers based on experience and specialized knowledge respective to a particular operational function
* May lead the development and execution of project specifications, objectives, and plans for implementations and solutions for large and/or key accounts highly complex projects
* Define the scope of efforts related to implementation required to meet objectives
* Works directly with the Leadership of Independence’s Data Warehouse team to ensure that AHA’s Customer reporting needs are met
* Ensure that the cost of implementing and supporting a customer is well understood by sales and underwriting to support effective pricing

## Qualifications for client implementation

* Root-cause analysis and lean processes
* College or university degree or equivalent work experience
* Managing accounts set-ups for all mandate events (account implementations, account changes, account terminations) in relevant operations systems
* Managing account set-ups throughout the lifecycle of a Transitions mandate (from account implementation to account closure)
* Liaison with internal (PCA, Trading Desks, Compliance, Regulatory Operations ) and external clients external counterparties (custodians, brokers )
* A minimum of 4 years of Banking, Treasury Product, Technical and/or Project Mgmt experience