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# Example of Client Program Manager Job Description

Our growing company is hiring for a client program manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for client program manager

* Creation of marketing materials and campaign strategy to be approved and supported by UL’s marketing teams
* Keep current on all regulatory, safety, and quality performance requirements and communicate relevant information to Retailer
* Ensure laboratories are performing testing in accordance with Retailer’s specified test methods and test protocols, including turn time requirements and test reporting procedures
* Continually monitor lab turn times for test and inspection, proactively addressing any concerns
* Assist Retailer managers in developing and updating specifications, requirements and procedures for new and existing products for testing and inspection
* Assist Retailer on projects and assignments, such as DataLink systems updates, test report trend analysis, failure ratio assessments
* Assist Retailer on creating and presenting technical and safety presentations as applicable/needed
* Attend Retailer product line reviews, and participate in product development meetings to identify potential issues and contribute technical recommendations as requested
* Review testing documentation and provide assessment of acceptability or make recommendation(s) for improvement
* Archive, file and maintain test documentation in accordance to Retailer policies

## Qualifications for client program manager

* Minimum of five years management experience of a high volume, multi-faceted operations
* Program Management with P&L experience is a must
* Tolling/Transportation experience is a must
* Bachelor’s or Master’s Degree in Environmental Engineering or related Engineering degree
* Minimum 15 years’ solid waste experience
* Experience in developing business plans to achieve functional or cross-functional objectives