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# Example of Consulting Senior Manager Job Description

Our growing company is hiring for a consulting senior 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 consulting senior manager

* Develop, document and execute work plan/project plan while meeting agreed upon deadlines and commitments
* Work effectively with client personnel and be positive and respectful in all client interactions
* Support client and project team with timely response to information requests & seek/communicate ways to improve client satisfaction
* Complete a knowledge transfer to appropriate person at appropriate time in the project
* Manage day-to-day project activities, take ownership of work, and follow tasks through to completion
* Supervise project teams (multiple clients at times) and provide appropriate training to client staff
* Build consensus with client management and provide strategic leadership to the client and project team members
* Partner as a trusted HR advisor to clients within Small Business Banking
* Advise the business on people related matters and support core HR processes (i.e., performance management, talent management, all associate survey results)
* Work with senior leaders to create a team culture that encourages creativity and innovation

## Qualifications for consulting senior manager

* Strong time management skills and the successful engagement of multiple initiatives simultaneously
* Ability to help manage software releases, and schedules, and to work closely with other Business Analysts and Project Managers to create the appropriate documentation that captures and moves Business needs forwards
* Medium to large project experience interacting with client teams, consultants, and vendors
* Ability to work independently in a team environment, and manage multiple task assignments and work as part of a cross-cultural team including flexibility to support multiple time zones when necessary
* Ability to develop client relationships and comfortably interact with senior level clients and a commitment to client service excellence
* Motivate the team to meet larger Organizational goals