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# Example of Data Center Manager Job Description

Our company is looking for a data center 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 data center manager

* Develop and implement effective administrative procedures (ADM), Standard Operating Procedures (SOP), Method of Procedures (MOP), and Emergency Response Procedures (ERP) that promote safe, efficient, and reliable operation of all mission critical facilities, maximize availability
* Perform regular “sweeps” of the workspace(s) to identify areas/items/equipment/materials in need of repair, replacement or upgrade
* May assist with planning and organization of internal and facility moves
* Responsible for the completion of work order requests in a timely fashion and to the satisfaction of the requesting associate
* Training and installation services
* PO generation and workflow tracking
* Logistics (shipments, custom, delivery) in relation with the Factory in France
* Support services L1 to L3 coordination and organization including spare parts strategy and specific third party dependencies
* Act as the Technical Account Manager for all Bullion customers
* Oversees and coordinates activities of contractors engaged in the maintenance of electrical and mechanical systems

## Qualifications for data center manager

* Demonstrated ability to build and maintain long-term, client relationships required
* Demonstrated ability to develop and implement client-driven organizational infrastructure preferred
* Demonstrated ability to develop and expand services within existing accounts preferred
* Demonstrated ability to understand business and technical issues in a variety of industries required
* Experience with technical projects such as enterprise systems infrastructure, business process development, and e-commerce systems deployment, launch and operations preferred
* E-commerce site operations and/or airline experience strongly preferred