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# Example of Delivery Manager / Project Manager Job Description

Our company is growing rapidly and is hiring for a delivery manager / project 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 delivery manager / project manager

* Partner with development, test and any other areas needed to deploy the release
* Assist in identifying and implementing solutions to mitigate project risks using project methodology and tools
* Prepare, track, and meet project cost, schedule and technical performance targets
* Review and consult with multiple program teams on plans, schedules and scope of work for specific projects, tracking, handling and reporting on dependencies, issues and risks
* Focus on continual improvement of the underlying delivery capability and efficiency
* Operational Excellence – Delivers a variety of projects, often of medium to high complexity, on-time, within budget and with high quality
* Resource scheduling – arranges back-ups, manages overtime and absences
* Monitoring of service levels and service delivery to the Division
* Confirms that all deliverables meet quality standards
* Legislative analysis

## Qualifications for delivery manager / project manager

* 8+ years of SAP project management experience preferred
* Order to Cash & Finance area experience a plus
* Knowledge of software a plus
* Experience working with a Big 4 or other large consulting firm a plus
* Meet with client teams and gather requirements, conduct regular team meetings and track project progress
* Minimum 5 years combined IT Infrastructure service or delivery experience in a financial institution or comparably large organization