Downloaded from <https://www.velvetjobs.com/job-descriptions/design-manager-project-manager>

# Example of Design Manager / Project Manager Job Description

Our company is looking for a design 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 design manager / project manager

* You must be a pro-active, energetic leader, a capable manager of a team of design professionals, technicians and consultants
* Competent negotiation and conflict management skills and you must be an influencer able to command credibility and presence
* Clear communicator able to succinctly summarize the issues logically and enlist alignment in moving forward
* Supporting the design management and design team in all project management related activities for the short and long term programs
* Supporting in scoping out the projects, write Project Proposals, define Project Plans, identify resources globally and support the Sr Design Director to close the agreement with the client and follow up on the necessary administrative details
* Focusing on the change management of activities for the design program and lead the project team communication within the location and across region
* The Consumer Lifestyle BG’s Domestic Appliances (household appliances such as blenders, rice cookers, soy bean milk makers, hot pots), Personal Care (shavers, hairdryers) and Health & Wellness (baby care, electrical tooth brushes)
* An internal team of Design Managers & Designers to balance all delivery in terms of quality, time & money
* Business partners like Consumer Marketing Management
* Interface with other teams (Operations, Property Management, Construction, Purchasing, ) to adapt prototypical designs to specific sites

## Qualifications for design manager / project manager

* Fluent in AutoCAD, and Microsoft Office
* The ability to partner, explore, and communicate across the organization
* Technical knowledge of electrical equipment and power distribution systems
* SEP certification for 1kV
* Experience on similar position related to key investments on Polish market
* Readiness to travel frequently