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# Example of Equipment Manager Job Description

Our company is searching for experienced candidates for the position of equipment manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for equipment manager

* Uses equipment data
* Manage the operations support group across equipment including sites outside of Des Plaines (Tulsa, Belgium, Romania, Russia, China, India, Japan, Korea and Malaysia)
* Manage, maintain and improve the tools across the equipment organization
* Manage the Commercial Project Readiness Process associated with Equipment Project Proposal development
* Ensure that needed legal agreements are identified, established and monitored among the Equipment Execution worldwide Offices to allow inter-office resource and project sharing
* Maintain security groups for file access, equipment SharePoint sites and coordinate projects with IT per business requirements
* Manage the RES-1 account and publish reports of KPI for rail controlled equipment
* Manage terminal equipment to insure compliance to maintenance schedules and hours of service standards
* Communicate rail control equipment velocity to commercial teams to improve capacity of available containers
* Process equipment damage invoices from customers

## Qualifications for equipment manager

* Materials science, microscopy and/or metrology experience is preferred
* Experience maintaining accurate and up-to-date inventory records
* 2+ years of program management experience required
* You leverage deep experiences to implement multiple software/systems development methodologies to guide projects in flight to exceptional outcomes
* Your attention to detail is second to none
* You have an interest and enthusiasm for the content production industry and knows what it takes to get the job done