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

# Example of Field Project Manager Job Description

Our innovative and growing company is looking for a field project manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for field project manager

* Develops the pricing and negotiating of changes to the scope of work with the client and subcontractors
* Anticipates problems and works with client, architects/engineers, subcontractors, field personnel and RPM to identify and implement corrective actions
* Create and develop a specific transition plan for all equipment to new spaces
* Coordinate vendor demonstrations and mock ups
* Develop and monitor vendor performance objectives
* Reconcile budget and facilitate release of funds in support of Accounts Payable including activity number reports, close out and tracking for all FFE related items
* Maintain project folder which will contain all paperwork pertaining to project
* Works independently and partners with regional team, stakeholders and subject matter experts to drive the work for large or highly integrated projects
* Uses full range of MST resources to manage a large project or several smaller projects
* Demonstrates excellent management and leadership qualities and is the 'Go to' person on project-related issues

## Qualifications for field project manager

* Always requires near visual acuity, speaking and listening
* Requires standing, walking and sitting
* A minimum of 2+ years’ experience in a customer support or software implementation environment
* Bachelor’s Degree in Mining, Civil, or Mechanical Engineering
* Five plus years of experience in mineral processing and/or aggregates, with primary experience in project management
* Knowledge and experience with aggregate process equipment, including material handling systems, , conveyors, screens, crushers, pumps and pumping systems, material washing systems, fine recovery systems, and water clarification