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# Example of Management Manager Job Description

Our company is looking to fill the role of management manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for management manager

* Determine the assurance need by categorising risk levels (high/medium/low) and impact thereof, formulate into assurance plan
* Plan and coordinate management assurance reviews
* Agree the purpose, objectives and approach to line management - P level Head of Premises Risk and H&S, plus CRES SLT
* Communicate via e-mail to CRES and our supply partners regarding the commencements of the management assurance assignments the objectives, scope, approach timelines and resources
* Carry Out management assurance reviews
* Attend and chair meetings where “Amber” or “Red” ratings are discussed and agree remediation plans and timeframes
* Plan and coordinate the monthly follow up of MA, AIA, and External Audit observation, and track the progress and status of agreed management actions by allocating resourcing in line with the assurance need and timelines
* Supervise follow up and reviews
* Ensure that the central tracking tool is kept updated and prepare Africa CRES wide update reports as and when required
* Provide senior management and Head Premises Risk with continuous feedback regarding progress and concerns during the assignments to ensure awareness of possible issues in order for the Head MA to be adequately informed when engaging with stakeholders and to ensure professionalism at all levels, thereby maintaining a continuous, positive image for MA

## Qualifications for management manager

* Must have ability to manage others and work under pressure within tight budget and time schedules
* Must have excellent attention to detail and good follow through skills
* Project management, development methodologies and/or IT Service Management certifications such as PMP, MSF, Agile, SCRUM, ITIL and/or MOF are desired
* Minimum of 10 years of consulting and/or support experience with a major consulting, support, technology or professional services firm
* Work experience demonstrating knowledge of and/or proficiency in technical consulting, pre-sales, solution design, project envisioning/planning/development/deployment/management, and support lifecycle management
* Demonstrated experience collaborating with sales, architects, consultants, engineers, service delivery management and clients in structuring work to sell new business