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# Example of Manager, Professional Services Job Description

Our company is growing rapidly and is hiring for a manager, professional services. 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 manager, professional services

* Provide leadership in introducing productivity tools for project management demand, capacity, resource allocation, tracking and performance reporting
* Analyze and recommend changes to governance and program management
* Single point of contact to the Director, PS and PSO leadership for program and project estimates, plans, and outcome commitments associated with assigned region
* Provide relationship management and integration on cross PS and cross company projects
* Responsible for hub category group results and implementation, including compliance
* Measure and track internal performance of the category hub
* Manage category hub spend fully through global negotiations and contracts
* Monitor strategy implementation for the category hub
* Champion and secure holistic reductions for a Category Hub, incl
* Oversee development/ execution of strategies through the strategic sourcing process of the Category Hub

## Qualifications for manager, professional services

* Previous experience in sourcing on a regional basis
* Must have proven organizational skills in fast paced environments
* Must be focused and demonstrate great attention to detail
* Must have strong prioritization skills in fast moving flexible environment
* Prior experience successfully leading teams of people through multi-month system implementation and integration projects is required
* 12-15 years of experience in having implemented large programs in Fortune 1000 companies