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# Example of Materials Project Manager Job Description

Our growing company is hiring for a materials project manager. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for materials project manager

* Coordinate regular communication of project technical and programmatic status with external client
* Status project tasks, for internal stakeholders, against established performance metrics
* Monitor work efforts of technical staff, assigns resources, delegates tasks and reports progress to senior managers and funding client
* Support business development staff, and leads proposal development efforts for materials-related projects
* Defines task requirements and identifies all elements of cost, schedule and technical performance
* Develops the Work Breakdown Structure to a level sufficient to identify all the work required for task or project completion
* Manages cost, schedule and performance
* Working with management and PM Leadership, leads proposal efforts, describing the problem to be solved, the proposed solution approach and the benefits the approach will have for the client
* Prepares and makes presentations to internal management and to external customers to provide reviews and updates on technical aspects, cost, and schedule
* Stays abreast and executes Project Management best practices (e.g., Earned Value Management)

## Qualifications for materials project manager

* Experience marketing clients to develop work
* BScience / BEngineering / BChemistry
* 7 years project management experience and demonstrated success
* Regulated Hazardous Materials or other compliance experience
* Experience in fire prevention and fire protection design requirements for storage of hazardous materials in warehousing operations, specifically for flammable liquid and aerosol products
* Experience implementing hazardous material storage solutions compliant with NFPA, FM Global, IFC, IBC, and other fire protection and building codes and standards, particularly NFPA30 and NFPA30B