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# Example of Professional Services Manager Job Description

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

## Responsibilities for professional services manager

* Manages and facilitates the constructive resolution of issues and disputes
* Works with institutions and functional areas to maximize compliance and optimize spend with global, regional, and country level contracts
* Supports Shared Services Organization in identifying suppliers as needed to support Spot Buy activities
* Participate in long range planning
* You will Manage a group of ~10 Java, SQL, customization and QA engineers
* You will Hire, train and professionally develop the development and testing engineers reporting directly and within the customer facing teams
* You will Promote high quality and constant improvement of Development and Testing work across PS groups
* You will Define, create and assure implementation of cross projects tools, practices, standards, and methodologies to promote execution quality and efficiency
* You will Serve as cross PS centralized knowledge & innovation center for the domain, supporting and enriching the PS engineers
* You will Act as the domain liaison between Pontis R&D and PS groups

## Qualifications for professional services manager

* Must have a proven a track record of professionalism and integrity
* Must have the strength of character to measure your own success through the success of others
* Must have a strong technical aptitude with analytical, planning, and problem-solving skills
* Must have a high level of awareness and interpersonal intelligence with an ability to “read between the lines” and give the client what they need, not just what they ask for
* Must be a highly organized individual and possess the ability to multi-task
* Intermediate to advanced use of MS Office, especially Excel and PowerPoint