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# Example of Program Manager, IT Job Description

Our innovative and growing company is hiring for a program manager, IT. 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 program manager, IT

* Leads change initiatives and workgroups in area
* Advise leadership, customers, and staff on strategic solutions to dealing with barriers within a project
* Trains others on PMP principles and concepts
* Acts as a functional expert and business solution architect for business processes design, integration, and solution strategies
* Drives technology architecture strategy-setting and implementation for assigned business areas based on leading-edge industry standards, best practices and comprehensive understanding of business operations
* Develops conceptual, logical and physical business and technology process and architecture, working closely with other vendors, external partners, and other architects as needed
* Evaluates strengths and flaws in technology architecture including performance, quality, availability, simplicity of design, security and total cost of ownership
* Facilitates and conducts work assessment session with users on to obtain business and system requirements, which will be used as input to jointly determine preferred technology solution design, ensuring optimal business system configuration, flexibility, scalability and functionality
* Develops strategic designs for comprehensive, implementation methods solving high impact, high profile problems through expert in-depth evaluation of complex business process
* Provides input and influences the cross-functional and cross-businesses strategies supporting business and technical solutions required to support multi-tenant core platforms, business specific technology solutions

## Qualifications for program manager, IT

* 7 plus years of project/program management, related IT and process design work experience
* At least 7 years of project/program leadership, including successful delivery of complex programs
* At least 5 years financial service industry experience speciliazing in Retirement Plan Set-up and Plan Data, with a minimum of 3 years on invetment management, portfolio management, back office systems or advice systems
* Experience with Microsoft Project Server
* A highly collaborative working style and also able to build strong partnerships
* Ability to work well in a dynamic team environment, independently with minimal supervision