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# Example of Project Controller Job Description

Our company is searching for experienced candidates for the position of project controller. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for project controller

* Carry out monthly cost to complete exercises for assigned projects
* Control and have at all times full knowledge of all financial movements within the onshore or
* Offshore scope of the project, particularly revenue and cash, and ensure such information is
* Ensure the economic and financial management of the project, following all company procedures while hitting financial targets for the project
* Work closely with the Project Manager to meet goals and deadlines
* Participate in Project Management team meetings
* Along with the project manager, prepare project budgets and forecasts
* Create project Budgetary Work Breakdown Structure
* Regularly monitor assigned project performance and ETC/EAC for reasonableness against plans and actual expense rate
* Collate and Report Work Package level change information to ensure effective project change management is established

## Qualifications for project controller

* Around five years' work experience in project controlling, ideally in industry
* Commitment, openness, and ability to embrace change
* Knowledge of Microsoft Project or equivalent
* Knowledge of Deltek tool set or equivalent
* Experience within a Project environment, incl
* Global Project Management , Global Project Controls and Global Project Engineering (methodology and tools)