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# Example of Project Director, Project Management Job Description

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

## Responsibilities for project director, project management

* Ensure detailed work schedules are developed and updated regularly, and communicated to all parties that need to know
* Ensure detailed financial performance is tracked regularly against project budgets, and updates/reforecasts are routinely and accurately performed
* Manage a team of projects managers to deliver business value through a portfolio of projects
* Coach and mentor project managers
* Be accountable to the business sponsors for assigned projects
* Participate in a management team that drives change through the project delivery function
* Develops resource plan for clients capital plan / program
* Meets all mobility demands to perform duties and/or fulfill responsibilities of the job (min
* Strong knowledge of cGMPs and applicability to facility design and start up is preferred
* Manage team of staff responsible for project coordination, project / program management, process improvement, and change management

## Qualifications for project director, project management

* Evaluates resourcing, processes and roles and responsibilities of integrated team to maximize resources within and between departments – including workflow through Medical Editing function
* Ensures ongoing process-improvement to respond to changing business needs, capabilities and clients that enables reliable delivery of integrated projects in a dynamic environment
* Multi-customer and diverse healthcare experience preferred, including Consumer, HCP marketing, and pharmaceutical launch experience
* Must have multi-disciplinary experience including print and digital production processes, ideally in pharma sector
* 10+ years of Agency Ops, and/or project management experience in successfully delivering marketing solutions
* Strong desire and ability to be a change-agent that can provide experience-driven recommendations with team-building diplomacy