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# Example of Project Director Job Description

Our growing company is looking to fill the role of project director. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for project director

* Overall P&L responsibility for the Major Project
* Align with company objectives to define strategy, growth and creativity around the Global account
* Ensure a bespoke consultancy service is given and offer expert knowledge of how best to meet client event objectives for given projects
* When relevant, lead, mentor and grow the assigned project management operations team to ensure the highest possible client service standards
* In conjunction with Head of Operations, define, develop and deliver on a best in class event operations framework both internally and externally for dedicated client and suppliers
* In conjunction with Head of Operations and Program Manager, determine technology requirements in line with business, client objectives
* Work closely with the Dedicated client Program Management team to identify potential for new business and account growth
* Maximise profitability and ROI for client account and contribute towards individual and divisional sales and margin targets
* Be an ambassador for the Global CWT Meetings & Events brand able to enhance and uphold our brand reputation in the industry
* Support the management team under his supervision in the activities related to the procurement, planning, contract administration, cost control, estimating, quality, health and safety and the environment

## Qualifications for project director

* Commands respect among the creative, vendor, client and internal constituencies
* Capable to lead, present and sell production effectively while building rapport among clients and internal constituencies
* Enthusiasm for Tribal, the interactive/digital category and innovation
* Must have 8+ years in production at an integrated or digital advertising or marketing firm or consulting firm with experience at the senior or management levels and a passion for learn and teach agency production techniques
* Proven leadership performance
* Reviews bids, documents and technical data for the project