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# Example of Services Project Manager Job Description

Our company is looking to fill the role of services project manager. 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 services project manager

* Co-ordinates and plans resource and recruitment requirements
* Prepare profiles both internal and external (third party) to manage the materials found in the scope of work
* Ensure that all designated duties are successfully carried out in accordance with safety, technical and legislative policies and procedures
* Ensure that all work is completed in accordance with the clients requirements and expectations
* Liaise with National Grid as their single point of contact, for works orders, recording and invoicing on national Basis
* Centrally manage and co-ordinate all jointing and Fluid mechanics resource allocation, and training against the annual budget and programme on national basis
* Ensure high productivity and efficiency through effective control and utilisation of the contract work force and its resources, operating within the appropriate Safety Management System as defined by HS (G) 65 and the Board of Directors
* Assess, understand and ensure that the jointing and civils teams understand the technical contents and scope of works
* Have BESC sub-stations and cables accreditation
* Be an experienced and qualified Fluid Filled Cable Engineer

## Qualifications for services project manager

* At least 2 years of professional experience managing FTE project management resources
* Project Management credentials
* 3-5 years of experience within a Project Management role in industrial construction
* Facilitate the successful definition and delivery of projects
* Managing projects within the constraint of scope, quality, time, and cost, to deliver specified requirements and meet customer satisfaction
* Formal education acquired through a specialized Bachelors degree directly applicable to the job or the combination of a non-specialized Bachelors degree and completion of a professional/technical designation (i.e., MBA, PMI)