Downloaded from <https://www.velvetjobs.com/job-descriptions/systems-program-manager>

# Example of Systems Program Manager Job Description

Our growing company is looking for a systems program manager. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for systems program manager

* Participate and engage in annual strategic planning session, providing market intelligence, competitor assessment and feedback on initiatives
* Drive key initiatives in the area of whole building analysis, product to grid initiatives, building energy performance, technology demonstration of hybrid systems
* Manage a core group of individuals responsible for key enabling technologies that support prognostics and diagnostics, cycle efficiency, advanced sensor technology, alternative energy and other enabling innovation technologies
* Creation and follow-up of strategic innovation roadmaps and development of strategy and tactical plans
* Creation and execution of risk-based plan of activities to develop and refine concepts and designs to deliver the defined customer and business benefits
* Coordination and technical guidance of globally located and multi-disciplinary teams
* Create and drive a collaborative environment to work with fellows and other experts, to provide technical guidance and review for all aspects of the innovation project, in a variety of technical areas
* Lead the concept generation, review and prioritization of innovation ideas/concepts
* Responsible for managing UTAS Electric Systems strategy and management of policies and procedures for achieving and maintaining customer quality performance
* Lead multiple complex projects from inception to completion and final analysis

## Qualifications for systems program manager

* Manage program technical performance to ensure development of product that exceeds our customer’s expectations
* Lead and provide oversight of customer and internal management technical/business reviews
* Lead the preparation of technical, business and cost proposals for current programs, and support Business Development activities in capturing opportunities in related products and programs
* Ability to work within a team environment and build relationships outside of the department outside the company
* A minimum of 2 years’ experience serving in a production, or related, role, within an engineering team developing commercial products
* Ensure that solutions match organization / customer quality standards