



Example of COE Manager Job Description

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Our company is looking for a COE manager. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for COE manager

- Warehouse productivity improvement
- Warehouse utilization improvement and footprint reduction
- Improvement in compliance metrics
- Go to person on technical expertise on TM1 on both planning and reporting
- Lead in driving best practice sharing, process improvement and issues resolution
- Key linkage between financial reporting and planning requirement with IT
- Coordinate month end/ year-end requirements relating to TM1
- Coordinate all planning cycle requirements relating to TM1 (RF/FBP/JU/NU/PBP) prior to version opening
- Coordinate necessary data changes (actual data refreshes, standard costs change, volume update, list price)
- Review mapping accuracy on creation and mapping of new GL accounts and cost centers

Qualifications for COE manager

- Ability to manage sensitive client interactions regaining client confidence
- Must manage customer expectations resolving issues in a timely manner within regulatory parameters
- Need to evaluate and solve complex problems
- Bachelor's or Master degree (preferred) in Computer Science or equivalent

- Bachelor's degree in Supply Chain Management, Engineering, or related Business discipline
- Process redesign and improvement experience