



Example of Data Project Manager Job Description

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Our innovative and growing company is hiring for a data project manager. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for data project manager

- Identify and anticipate risks and issues
- Contribute to the management of software development utilizing agile methodology
- Facilitate the production of key documents including business requirements via BluePrint, status reports, presentations for stakeholder meetings
- Directly contribute to the facilitation of the PPL process and necessary documentation
- Manage the full scope of a Data Stage Migration project
- Coordinate with vendors, who will conduct the physical migration and application testing
- Provide status reports and presentations to relevant stakeholders
- Manage and track the project budget
- Heavy interaction with several teams impacted by the migration
- Drive to keep the project on time and on budget

Qualifications for data project manager

- Ability to be flexible and adapt to change, to work independently, part of a multi-disciplinary team
- Strong leadership and communication skills with the ability to drive issues to completion on an aggressive schedule
- Customer facing needs strong leadership and communication skills with the ability to drive issues to completion on an aggressive schedule
- Strong communicator and strong organizational skills

