



Example of Department Head Job Description

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Our company is searching for experienced candidates for the position of department head. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for department head

- Direct and lead the strategic planning, all aspects of business, data, and field operations, program performance, provide environmental expertise to LLNL missions and programs, and maintain and cultivate vital relationships with Department of Energy (DOE) Livermore Field Office (LFO), sponsors at DOE/NNSA and DOE/EM, and federal and state regulatory agencies
- Implement LLNL policy regarding Environmental, Safety and Health (ES&H), EEO/AA, Diversity, and business practices as they apply to Department personnel and facilities
- Oversee the Department's performance management, salary management, and ranking
- Closely interface and collaborate with other O&B Directorates and Departments other organizations across the Laboratory, including the Computation, EFA, Engineering, Physical and Life Sciences, ES&H Directorates and the Laboratory Strategic Infrastructure organization to ensure effective integrated safety management performance, work control processes and technical collaborations
- Establish and enhance effective partnerships and relationships with LLNL's customers and stakeholders
- Lead and manage a team of about 50 people , multisites, multicountries
- Recruit and develop people, establish and monitor resources necessary to meet business goals and ensures succession planning within the department
- Ensures that PL&D processes and tools comply with current standards, monitors evolution of industry requirements and plans for implementation of

- Assess and implement best practices in the field of product labeling and promote harmonization throughout the different teams/sites/product lines
- Design approve edit & publish new Labelling (user manual, IFU , labels

Qualifications for department head

- Citation analysis (excluding self-citations and in the case of co-authored work, cross-citations) and impact analysis of research output, highlighting papers with the highest citation counts, and creative works with high impact
- A list of 6 external referees (names, contact details, applicant's relationship to them)
- Lead of Regulatory department for SGIL activities
- Production, analysis, certification, consolidation and reporting of all financial data
- Fermat ALM, Moody's Risk Authority or other Regulatory package experience
- Bachelor's Degree in Finance or Economics, MBA preferred