



# Example of Logistics Program Manager Job Description

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Our growing company is hiring for a logistics program 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 logistics program manager

- Identify requirements for and drive Logistics and Supportability Engineering (L&SE) efforts for the Department of Navy IRCM programs, including but not limited to Reliability, Supportability, Technical Publications and Training, support equipment, spares optimization, and field service support
- Establish Logistics milestones and monitor adherence to master plans and schedules, identify L&SE-specific program issues and obtain solutions, such as allocation of resources, modification of schedule, or revision of contractual specifications
- Define and drive the user experience for the return process globally
- Communicate to senior leaders through white papers on the status of returns programs
- Incorporate input from stakeholders on new features and improvements to current features
- Drive product development efforts including writing complete and detail-oriented product requirements documents and ensure clear communication of those requirements to the business, design, usability and development teams
- Ensure the returns process provides self-service options for customers, and if it does not exist create the best way possible to get it done
- Manage complex aircraft projects associated with the Army Gray Eagle program from concept through completion, including statements of work,

- Responsible for program/project budget and technical performance using the Earned Value Management System (EVMS) and discrete scheduling and planning techniques
- Participate with engineering to establish design concepts, criteria, and engineering efforts for development, testing, and integration

### **Qualifications for logistics program manager**

- Guides team resources associated with the project, including goal setting and planning of performance / gate reviews
- Assesses, tracks and advises those working on the projects of status of project activities in a regular basis
- Ability to manage a distributed workforce
- Proficiency in SQL, Access recommended
- Strong oral and written communication skills, ability to analyze quantitatively and problem-solve and triage efficiently
- Creating innovative logistics solutions