



Example of Outsourcing Manager Job Description

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Our innovative and growing company is looking for an outsourcing 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 outsourcing manager

- Track status of the agreement and reporting on progress
- Manage the relationship with of the strategic suppliers
- May be responsible for creating vision, clear direction, and strategy for teams
- Maintain required information in established tracking systems and shared drives to ensure transparency of contract status and business continuity
- Negotiate contract terms and conditions and budgets striving to ensure that pricing and resourcing are competitive
- Minimize regulatory, legal, and financial risks
- Deliver quality contracts through close collaboration with partner functions
- Ensure vendors are delivering to contract milestones and quality standards
- Assist study teams with issue resolution, escalating significant issues as per policy and issue escalation plans
- Track and report all negotiated savings and cost avoidance per contract

Qualifications for outsourcing manager

- Ability to develop the skills of collaborators
- A minimum of 3 years' work experience with outsourced projects, budgeting, and collaboration with external partners
- A minimum of 3 years' experience working in web site or web platform development, preferably in the role of product owner, product manager, or program manager

- Oversee and work hands on in both accounting and FP&A