



Example of PMO Director Job Description

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Our company is growing rapidly and is looking for a PMO director. 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 PMO director

- Engage with the Product Line Project Management team for "Complex" project fulfillment and oversight for applicable projects
- All activities related to the supervision, organization and execution of a service project, including scope, time, contract cost and quality management
- Direct report responsibilities of CM&U first line leaders and project managers
- Drive cross sub-region synergies and efficiencies within the project management team and regional support functions
- Proactively manage project through risk mitigation strategies to meet or exceed margin expectations
- Hire, develop, and mentor IT PMs
- Leads key cross-functional projects for Group Functions Finance, sub-elements of larger scale projects in the respective Group Functions and own projects as defined by SVP GFF with particular focus on the Group Finance Strategy
- Facilitate and/or manage the gathering of business requirements for enterprise-wide BU and IT solution
- Develops, oversees and advises the projects for which the PMs and Scrum Masters is responsible to ensure IT programs and projects meet organization goals and objectives
- PLM platform and program

Qualifications for PMO director

- Ability to prepare/present high impact business cases/analyses/recommendations to EA Mobile Studios Executive Team
- This position requires a BA/BS in Computer Science, Business or Engineering
- 5+ years managing a PMO
- Minimum of 8 years supervisory or team lead experience
- Prior experience in vendor management and procurement