

Example of PMO Director Job Description

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Our company is growing rapidly and is looking to fill the role of 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

- Provide thought leadership and develop / drive strategies and plans for advancing the PLM program and capabilities to address future opportunities and emerging needs
- Provide leadership over PMO resources in the establishment, tracking and management of an Orthopedics GIO Portfolio
- Provide GIO Executive leadership with timely risk assessment and visibility of portfolio and component performance
- Facilitate across Orthopaedics Group BPs portfolio management processes and partner with other IS PMO teams to continuously improve PMO processes, practices and cross-IS operations
- Drives the development of a scalable, service-based Reporting and Analytics function with a defined service catalog and SLAs, focused on PMO and Portfolio processes
- Define and communicate the company's reporting framework for IT including policies, standards, processes, templates and regular reporting cadences to ensure consistent and reliable reports
- Interface with internal and external stakeholders to classify, rationalize and optimize the portfolio assuring the appropriate implementation of reporting strategies
- Provide analysis and reporting for the IT portfolio by capability, cost center, business area, and franchise
- Identify and automate high value reports for each franchise or business area,

- Work in partnership with IT Financial Management to track the IT portfolio against the annual plan, and incorporate financial reporting into key reports and dashboards

Qualifications for PMO director

- BA/BS or equivalent work experience is required
- Pragmatic problem solver - able to devise solutions and get things done
- Proficiency English and Mandarin required
- PMO development experience
- Significant experience with Agile-based development projects Healthcare and/or Medicaid experience preferred, but not required
- 10 years of management experience working with large-scale mainframe computer systems, client server or web-based applications to include 3 years experience in a Sr