



Example of Process Owner Job Description

Powered by www.VelvetJobs.com

Our growing company is hiring for a process owner. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

Responsibilities for process owner

- Receiving regular updates concerning the performance of the process
- Implementing process decisions made by senior management
- Managing the overall performance and results of the process
- Identifying and managing of critical process success factors
- Leading continuous process improvement efforts
- Approving or rejecting process exception and deviation requests
- Verifying compliance with the process
- Facilitating, resolving or escalating cross-functional issues
- Representing the process to external groups

Qualifications for process owner

- Bachelor's degree, preferably in health care or supply chain/logistics field
- Strong computer / database skills
- Global shipping expertise
- Proficient in computer technology used in office and supply chain environments
- Demonstrated ability to work in and be challenged by a team-based environment, which places a high degree of emphasis on accountability for customer service levels, cost reduction and quality/GMP compliance
- Financial background/ demonstrated cost analysis skills