



# Example of Program Management Lead Job Description

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Our company is looking for a program management lead. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for program management lead

- Performing and providing in-depth and expert analysis of cross-functional data to convey a thorough set of analyses and associated insights, based on both internal and external data
- Participating in or leading cross-functional or other project teams, and leading special projects within AS Analytics
- Responsible for the delivery of products to the EVMS plan commitment related to cost and schedule
- Works with Business Leader and as necessary, AC/BD, to develop and present bids and new proposals
- Manages assigned PMT members
- Work with Head of WorkPlace Services, the BMS Workplace Design lead and other functional team leads to help set strategy and direction of BMS WorkPlace Program
- Provide and develop program level leadership templates and detailed program & project plans to the various BMS WorkPlace Americas initiatives (~300m investments) to drive consistency and ensure outcomes are achieved across each project
- Create and own the Apple Platform data management & governance solution plan and drive completion of all deliverables
- Enforce governance of master data standards and rules
- Lead the development of integrated master data management and governance design / solution

- Define and drive improvements in standard PMO processes to enable the PMOI and GIS organization improve the efficiency and effectiveness of projects delivery and value capture
- Strong analytical problem-solving skills, with ability to analyze complex technical problems and provide solutions in a time sensitive environment - required
- Excellent follow-through and organizational skills - required
- Previous experience supporting integrations or transformation processes – preferred
- Proven track record leading large-scale project management systems roll-out - required
- Proficiency in Project Management, Data and Analytics software Microsoft Word, Excel and PowerPoint - required