



Example of Program Manager Services Job Description

Powered by www.VelvetJobs.com

Our company is growing rapidly and is looking for a program manager services. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for program manager services

- Coordinate efforts to scope, schedule and cost/benefit analyze
- Assists in the development of company goals, division budget and planning
- Directs or assist in contract start-up or close-outs activities as necessary
- Monitors compliance with the government's Significant Incident Reporting system including reviewing/editing reports for electronic submission and ensuring compliance as required by the government
- Knowledge of Student Development theory and best practices as the theories relate to student programming
- Ability to work minimal evenings and weekends to fulfill programming needs
- Perform market analysis and RTM recommendations using market data revenue, demand, profitability, delivery capacity metrics
- Leads a portfolio of programs ensuring on-time and on-budget delivery of high-quality IT-related services to achieve customer satisfaction
- Adheres to contract commitments and customer requirements, company policies, procedures and guidelines
- Exercises broadly delegated authority for planning, directing, coordinating, administering, and executing multiple, concurrent routine and complex projects/programs

Qualifications for program manager services

- Completion and submission of AQD application with level appropriate work

- Ability to create a project work plan, a metrics plan, a risk mitigation plan
- PMP Certification• PMO experience
- Experience with Agile/Scrum project execution
- Familiar with Lean concepts with focus on continuous improvement