



Example of Project Manager Specialist Job Description

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Our company is hiring for a project manager specialist. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for project manager specialist

- Service levels achieved versus agreed service levels
- Added value services performed by the Partner
- Monitor & track skills and accreditation of Partner staff
- ISP costs in line budget / forecast
- Customer satisfaction issues relating to the delivery by the ISP's
- Remedial plans for ISP's failing to perform
- Be the arbiter in the case of a poor quality from a ISP or an individual at an ISP
- Work closely with the CS&S Service Managers to ensure CS&S engineering resources are assigned as appropriate to support partners
- Working with the ISP's to establish SLA's and agree a reporting mechanism
- Ensure alignment to the Global ISP Service delivery model

Qualifications for project manager specialist

- Experience implementing room reservation systems like Asure or Enterprise digital signage required
- Ability to communicate effectively with coworkers and internal/external clients
- Ability to learn new tasks quickly and to move easily from task to task
- Ability to handle prioritization and multiple tasks simultaneously
- Ability to use a personal computer and learn necessary programs
- Organizational ability and good judgement