



# Example of Senior Portfolio Manager Job Description

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Our company is looking for a senior portfolio manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for senior portfolio manager

- Prioritize projects based on "mandatory", "essential", and "optimum" project portfolio benefit to the organization
- Conduct scenario planning and analyses to justify the selection and relative risks involved
- Verify that all projects add value to the organization
- Demonstrate that the projects and timing in the portfolio are conducted within the capacity of the organization
- Ensure stakeholder engagement and responsibility is assigned for securing actualization of intended benefits
- Report actual benefits relative to intended benefits over the longer term
- Regularly report status and make recommendations to senior management
- Chair project portfolio governance meeting
- Develop and implement business plans which support the operational plans and strategies of LMI
- Develop, maintain & control integrity of LMI pricing models, pricing process governance , documentation & controls

## Qualifications for senior portfolio manager

- Bachelor's Degree with minimum 5-7 years of industry experience
- 10+ years experience in senior level technology related program/project management
- PMP or equivalent designation
- The individual will be responsible for following and ensuring the adherence of

- Proven ability to operate across multiple regions in a large bank by building networks and leading teams that may not be directly managed
- Undergraduate degree in Business, Accounting, or Engineering or fifteen (15) years equivalent industry experience