



# Example of Software Project Manager Job Description

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Our company is looking to fill the role of software project manager. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for software project manager

- Facilitate sessions with product stakeholders to outline scope, goals, deliverables, resource needs, and timelines, and do it all with confidence and a smile
- Be well versed in project management 101 including
- Ability to lead virtual teams in multiple time zones and countries
- Technical background in software is a requirement
- Participate with the engineering and program development team to establish certifiable software code, Systems Integration Lab (SIL) activities, and integration and test programs for new TCPB capabilities
- Ensure technical leadership and excellence is maintained for the project
- Identify program issues and provide leadership in developing solutions such as re-allocation of resources
- Manage and adhere to security
- Manages the full project management life cycle and software development life cycle for the implementation of multiple medium to large scale IT projects
- Implements established policies, system monitors and controls to ensure the successful management and reporting of all initiatives in the Program

## Qualifications for software project manager

- CSM, Certified Scrum Master and PMP, PMI-ACP, Project Management

- Requires at least 3 years of project management experience in software development preferably in a mixed hardware and software environment using Agile project management methodologies
- Supervises and leads the program and project staff to oversee the impacts and interdependencies between programs and works to ensure initiatives meet the goals and objectives of the executive leadership team
- Provides both verbal and written communications regarding project status, risks, and issues, and makes recommendations on project decisions to Program Management
- Works with respective teams in the Operational Readiness activities to provide support and coordination to ensure adoption of new systems and business processes
- Manages contracts and vendors assigned to Corporate Initiatives included in the assigned program(s)