



Example of Solutions Project Manager Job Description

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Our growing company is looking for a solutions 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 solutions project manager

- Quickly identify, raise, and drive resolution to system production issues
- Create and all relevant project management documentation
- Schedule and lead kick off meetings with resources and client
- Project setup, tracking and invoicing via the PSA application, ConnectWise
- Collaboration with technical resources to create comprehensive work plans
- Facilitation of key knowledge transfer between all team members
- Constant risk management assessment and proactive action to reduce issues
- Constant budget review and evaluation to proactively address unexpected shortages
- Constant management of scope to keep both the client and resources in line and on track with the proposal tasks and the identification of change order situations
- Proactive notification to management for potential risk occurrences

Qualifications for solutions project manager

- Understands and is familiar with key Chase Commerce Solutions strategies and initiatives
- Understands and is familiar with key strategies and initiatives
- Knows who key JPMC players are
- Knowledge of media rights, OTT business models, and SVOD products a plus

