



# Example of Solutions Project Manager Job Description

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

## Responsibilities for solutions project manager

- Perform PMEs
- Provide Project Management resources for the legacy, present and new service-related components
- Provide Technical consulting resources for the Remote Solutions Interfaces
- Select, manage and lead vendors (internals and externals) to deliver according to requirements and service level expectation
- Ensure Engineering and Development of components according to their lifecycle, including testing and validation
- Ensure correct brief is received from Sales/Solutions Architects
- The purpose of the workshop is to detail the scope of work in the project, to assign tasks and produce the necessary documentation to commence a project
- Create and update Project Plan/Rollout Schedule
- This includes regular meetings with the customer where required, ensuring minutes of meetings are sent, escalation procedures are followed, reporting to management, general liaison with customer project team , and all other project stakeholders
- Attend presale meetings with AEs and support the sales relationship with customers as required

## Qualifications for solutions project manager

- Integration with WRM, EURC, Beeline and other standard tools used throughout JPMC
- Knowledge of process improvement and quality methods, such as Lean, Six Sigma is preferred but not required
- SQL and script development for automated testing preferred
- Demonstrable expertise in leading project and technical teams through all phases of SDLC
- Formal project management training or PMP Certification preferred