## What is a Project Manager?

Project managers are responsible for planning and overseeing projects to ensure they are completed in a timely fashion and within budget. Project managers plan and designate project resources, prepare budgets, monitor progress, and keep stakeholders informed the entire way. This is all done within the confines of a company's goals and vision. Project managers are needed on a wide variety of projects, including construction, IT, HR, and marketing.  
  
Project managers generally need to have a Bachelor's degree in computer science or business, as well as several years of experience in the relevant line of work with increasing responsibility. Many project managers choose to pursue a Project Management Professional (PMP) cerfication. To obtain a PMP certification, one must have a degree (associate's or Bachelor's), a certain number of hours leading and directing projects, a certain number of hours of project management education, pass an exam, and participate in ongoing professional development. Successful project managers are detail-oriented and have excellent communication skills.

### Job Overview

Here at Sample Company, we are a leader in our field in the metro area. We're proud of our 3.7 Glassdoor rating. We are seeking to hire a seasoned Project Manager to join our team. If you're a passionate self-starter, Sample Company is a great company for you. Don't hesitate to apply.

### Responsibilities for Project Manager

* Determine and define project scope and objectives
* Predict resources needed to reach objectives and manage resources in an effective and efficient manner
* Prepare budget based on scope of work and resource requirements
* Track project costs in order to meet budget
* Develop and manage a detailed project schedule and work plan
* Provide project updates on a consistent basis to various stakeholders about strategy, adjustments, and progress
* Manage contracts with vendors and suppliers by assigning tasks and communicating expected deliverables
* Utilize industry best practices, techniques, and standards throughout entire project execution
* Monitor progress and make adjustments as needed
* Measure project performance to identify areas for improvement

### Qualifications for Project Manager

* Bachelor's degree in computer science, business, or a related field
* 5-8 years of project management and related experience
* Project Management Professional (PMP) certification preferred
* Proven ability to solve problems creatively
* Strong familiarity with project management software tools, methodologies, and best practices
* Experience seeing projects through the full life cycle
* Excellent analytical skills
* Strong interpersonal skills and extremely resourceful
* Proven ability to complete projects according to outlined scope, budget, and timeline