Technical Program Manager Job Description

Duties and Responsibilities:

- Make a case for individual project, as well as expenses to be incurred in carrying them out before the Board of Directors
- Develop a system that makes it efficient and effective to request for funds to meet both recurrent and capital expenditures, as well as to report incurred expenditures
- Suggest technical solutions to the needs of clients
- Build technical solutions to meet the needs of clients
- Liaise with clients and/or end-users on the stage of development of an ongoing program and/or the possibility of a deviation from the original plan
- Develop a schedule of work and deadlines for targets that will ultimately ensure achievement of the goals
- Review developed outputs in the light of the desire of clients, suitability for purpose, safety concerns, and legal concerns, especially as it affects the outputs uniqueness, etc.
- Defend the financial viability of projects to be embarked on
- Constantly review the set objectives for an ongoing program and/or the department
- Communicate with team members on the expected outcomes and any deviation encountered.

Technical Program Manager Requirements – Skills, Knowledge, and Abilities

- Possess excellent leadership and communication skills
- Proficiency in the use of Microsoft Office tools
- Proficiency in the use of Java and in software development
- Degree in Computer Science from a reputable institution
- Proficiency in the use of SQL and in Program Management

- Professional certification in Project Management is usually considered an advantage
- Excellent interpersonal skill
- Excellent critical thinking skill
- Ability to maintain a good relationship with clients.