GROUP — OWNER

0-1 Owner Project Manager

Sample Job Description

Job Title: Project Manager

Reports to: Project Director

Prepared by:

Prepared Date:

Approved by:

Approval Date:

Summary

This is the senior position in the Owner’s Project Organization. It has overall control and responsibility of the project and is responsible to steward the development and execution of AWP to the Owner’s Project Director.

This is not a new position on the Organization Chart. However, this individual will need additional training to understand all aspects and his or her role within AWP for project life cycle.

Essential Duties (Roles and Responsibilities)

* To ensure AWP is the process used by all stakeholders from initial development through to the commissioning and start-up of the project.
* As AWP is a top-down driven process, this position must be seen as actively supporting the strategy and understand the responsibilities matrix for AWP.
* Clearly communicate the expectations that all stakeholders utilize AWP including willingness to remove non-supporters of the process from the project.
* Assure resources assigned to the Project are knowledgeable in regards to AWP and their associated responsibilities.
* Ensure the Start-Up and Commissioning requirements are developed early in the project and that adequate resources are assigned to do this. Ensure these resources are actively participating in the integrated planning sessions throughout the project life cycle.