

KNOWLEDGE MANAGER



DEGREE REQUIRED?

No

But Bachelor's Degree
is recommended
Certifications encouraged

MEDIAN SALARY

\$75,000

JOB GROWTH

11%

SOFT SKILLS

Multitasking
Leadership
Big-picture vision
Responsible

COMMON JOB DUTIES

- ▶ Help organizations to identify, document, and access intellectual assets like employee expertise, best practices, and organizational knowledge
- ▶ Perform information searches, knowledge mapping, and knowledge management
- ▶ Knowledge of laws, regulations, policies, and ethics as they relate to cybersecurity and privacy
- ▶ Ensuring compliance with Payment Card Industry and Personal Health Information data security standards
- ▶ Design, build, implement, and maintain a knowledge management framework that provides end-users access to the organization's intellectual capital
- ▶ Promote knowledge sharing between information owners/users through an organization's operational processes and systems
- ▶ Lead efforts to promote the organization's use of knowledge management and information sharing

