

## Position: Product Manager

**Status:** Exempt

**Reports To:** Business Manager

### Summary:

The Product Manager will play a major role in contributing to the overall growth and profitability of the company. In addition, this position plans, organizes, and controls an assigned product line from conceptual stages through the product life cycle to optimize profit and meet marketing, financial, and corporate growth objectives. The Product Manager must completely understand the role he/she plays in the Sales and Marketing Department and accept responsibility as an integral part of the team.

### Scope:

Includes the responsibility to provide a competitive, high quality, well manufactured, well supported product to the sales or distribution network and involvement in all related activities to achieve this. This position is pro-active by design.

### Job Duties:

The Product Manager's duties will include, but are not limited to the following:

- Coordinates technical product development, estimates of potential profits, and release to production
- Increase sales and growth of product line through marketing efforts and sales
- Participate in overall product strategy, research and development requirements, development, and manufacturing coordination for new and emerging products
- Manages day-to-day progress of product
- Collaborates with a wide variety of functional areas such as sales, engineering, marketing, manufacturing, and operations to develop and provide product definitions responsive to customer needs and market opportunities
- Develops and maintains a prioritized list of customer and market requirements for product
- Prepares product development objectives and schedules for all phases of product development and introduction to market
- Conducts market research and identifies and tracks market trends in company's industry
- Participates in key sales situations for the product
- Provides information for management by preparing short-term and long-term product sales forecasts with defined plan for achievement

## **Competencies:**

- Excellent oral and written communication skills.
- Exhibits sound and accurate judgment.
- Demonstrate flexibility and the ability to quickly adapt to change in the work environment.
- Demonstrate accuracy and thoroughness and monitor work to ensure quality.
- Respond to management direction, follow instructions and complete work in a timely manner.
- Takes personal responsibility for own actions, keeping commitments and asking for and offering help when needed.

## **Essential Skills:**

- Strong attention to detail.
- Strong Customer Service skills.
- Proficiency in Microsoft Applications. MAS 200 experiences preferred.
- Ability to work and communicate with all levels of employees.
- Good organizational skills.
- Strong team building and communication skills.
- Multi-tasked oriented.
- Knowledge of Fabrication process.

## **Experience:**

- Minimum 5 years related experience.

## **Educational Requirements:**

Associate's Degree. Bachelor's degree preferred.

