



Position Title: Vice President, Engineering
Department: Engineering
Reports To: President and CEO
FLSA Status: Exempt
Prepared Date: 1/31/2018
Approved Date: 1/31/2018

SUMMARY

Manages company engineering, product or service support and new product or service development programs. Directs the application of advanced technical concepts to develop company products. Insures that products perform as designed and can be manufactured in a cost effective and efficient manner. Develops company engineering organization, participates in product, market strategy, business and resource allocation decisions. Formulates teams to lead the technical innovation programs. Working within broad business policy concepts, organizes and directs research programs and technical investigations to explore technologies that are consistent with company interest in the provision of new products or services.

ESSENTIAL FUNCTIONS *(To perform within this position successfully, the incumbent must be able to perform each essential duty satisfactorily. Other duties may be assigned.)*

- Manages company engineering and related technical activities. Establishes product development programs and objectives. Responsible for the design, development and production of new products and for the improvement of existing products. May contribute personal expertise in new product design and in the development of existing products.
- Insures a good return on company investment in technical and new product development programs. Assures that all technical and support personnel are properly qualified, trained and supervised to perform their assignments effectively and within cost and schedule. Creates a climate for effective commercial engineering innovation.
- Coordinates company engineering activities with marketing and manufacturing functions. Participates with marketing staff in the product planning process. Works closely with manufacturing and research and development in the orderly transfer of new products from engineering to manufacturing and in product modification. Responsible for the production of new products. Assists manufacturing in the development of cost effective manufacturing techniques.
- Initiates, by decision, in all engineering development programs. Selects vendors, captures and disseminates information regarding advanced technologies and how they may be applied to improve performance and reducing the cost of the company's products.
- Plans company product development efforts to meet cost and schedule objectives.
- Identifies area of technical investigation that are within the general scope of company interest.
- Develops budgets for research and development programs and is responsible for effective planning and control in the use of approved research and development funds. Responsible for

the documentation of discoveries and inventions. Joins the President and CEO and others in determining how best to protect company's proprietary interest in its advanced technology.

- Perform other duties as may be required.
- Manages departmental budgets.
- Works with other company executives, develops strategies for changes to existing products and services or development of new ones to increase company market share.
- Will be required to travel as need dictates.
- Perform other duties that may be required.

Supervisory Responsibilities: Yes

BASIC QUALIFICATIONS *(The requirements listed below are representative of the knowledge, skills, and/or ability required and preferred for this position.)*

Required Education & Experience:

Four years Bachelor's Degree in Engineering.

A professional engineer's certificate is preferred but not necessarily required.

Required Knowledge, Skills, & Abilities:

- Proven history of successful problem solving with strong sense of ownership and urgency
- Strategic managerial style
- Very strong leadership and organizational skills.
- Good communication skills, both oral and written.
- Ability to express clearly the financial status of the company and associated financial matters.
- Ability to achieve financial results.
- Ability to work with other members of the company's organization.
- Over fifteen years progressive and proven experience in the Engineering arena at the manager executive level.
- Exceptional negotiating skills.
- Exceptional ability to work in harmony with teams throughout the company.
- The ability to excel in an external environment.

Preferred Education & Experience:

- Preferred experience with Microsoft Dynamics
- Preferred experience in a technology based company

Physical Demands and Work Environment:

- Position environment is neutral with low to moderate noise exposure, in a seated position requiring the extended use of a computer and computer equipment