



Program Manager

Department: Engineering

Summary:

The Program Manager is responsible for interfacing with customers concerning their products and managing projects from prototyping to the production phase of the product lifecycle. Activities include the creation of the Device History Records (DHF), routers and all other documentation required to ensure that products are manufactured to the customer's specification. The Program Manager is also responsible for managing project changes, continuous improvement of production workflow, and provide technical support to the production operators.

Essential Functions:

- Directly interface with customers as a primary point of contact for Valtronic.
- Discuss with the customer the schedules, development criteria, production issues, Return Material Authorizations (RMA), root cause analysis and corrective action plans.
- Responsible for the creation of Assembly Documentation, Device History Record (DHR), Manufacturing tooling requirements, Process work flow, and initial training of the production floor associates.
- Coordinate with Test Engineering to develop, install, maintain and qualify test stations when required.
- Troubleshooting of test failures and the creation of troubleshooting guides.
- Evaluate and communicate customer requirements, requested changes, and manufacturing issues to cross-functional departments to ensure that customer requirements are met and issues resolved.
- Directly interface with production to resolve production questions.
- Lead the development of Production Failure Mode Effect Analysis (PFMEA) and Value Stream Mapping (VSM) for assigned Projects.
- Write or review quotes and Statement of Work (SOW) for new projects or revisions to existing assemblies.
- Work with Quote Coordinator for quoting, cost updates, new assemblies, and development of a statement of work.

Education and Skills:

A successful applicant will have a BS or MS degree in Engineering, preferably Electrical. Candidate must have good written and verbal communication skills as well as good planning and organizational skills required. The candidate must be proficient with the Microsoft Office suite and have working knowledgeable in CAD platforms (Altium,



SolidWorks, AutoCAD, or comparable). Electrical circuit design, analysis, and troubleshooting experience is preferred.

Please send resume to hруса@valtronic.com in Microsoft Word format.

Valtronic Technologies USA, Inc. will only employ those who are legally authorized to work in the United States for this opening. Applicants will receive consideration without regard to race, sex, color, religion, national origin, age, disability, veteran status, genetic data, or religion or other legally protected status. Valtronic Technologies USA, Inc. is an equal Opportunity Employer (EEO) employer and welcomes all qualified applicants.