

# Product Manager

- Serves as the intermediary between the technical and business day-to-day operations of medical device development to organize a project plan for complex projects that satisfies milestones and deadlines with required actions.
- Identify the topics/subject areas (QMS, Regulatory, R&D, Manufacturing, and Marketing. Facilitates these conversations and prepares materials to ensure these communications are efficient and effective.
- Coordinates development, validation and documentation of new products and expansion of existing products. Including defining requirements, timelines, and deliverables. Interfaces with vendors, sub-contractors, and other project team members to understand the scope of work and provide the best solution.
- Proposes algorithmic solutions and trade-off analysis to problems presented by vendor, other engineers, customers, etc., including the entire process from problem definition to pertinent concepts and solutions to facilitate project outcomes and goals.
- Demonstrates proposed solutions by developing documentation, flowcharts, layouts, diagrams, and charts, as well as hardware concepts, hardware selection processes, optimization, etc., documenting project decisions and methodologies.
- Writes project documents as needed, e.g., plan documents, test procedures, protocols, and reports.

## **Responsibilities:**

- Manages the full life cycle of the product portfolio segment.
- Work across multiple internal and external groups such as R&D, Clinical Affairs, Regulatory Affairs, Marketing Communications, Medical Education, Sales, etc.
- Assists in the management of day-to-day progress and maintenance of products.
- Provides technical expertise and training to other departments in support of product development.
- 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.
- Maintain the DHF
- Take active parts in all the validations product / processes / others.
- Applicable standards
- Take active part in document preparation for regulatory submissions
- Be part of any design change /ECO /Design review – support all relevant activities

## **Education / Experience / Skills:**

- Bachelor's degree or higher diploma required.
- Experience in product validations and project management.
- Excellent project management skills
- Ability to coach and mentor employees.

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