



Job Description

JOB TITLE: NPI PROJECT MANAGER	
BUSINESS DIVISION: WISHBONE MEDICAL INC	Status: FULL-TIME
DEPARTMENT NAME: OPERATIONS	Type: FULL-TIME
PREPARED BY: HUMAN RESOURCES	DATE: 10/27/2021
WORK LOCATION: CORP - WARSAW	REPORTS TO: EVP, SUPPLY CHAIN

SUMMARY:

The position of NPI Project Manager plays a critical leadership role as the manufacturing leader for WishBone Medical's NPI programs. The candidate will plan, lead, and execute multiple NPI programs at a time and be accountable for the complete process of such.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *(includes the following but other duties may be assigned)*

- Play a critical project leadership role that acts as the core manufacturing leader for NPI programs
- Involved early in DFM as designs come together and programs take shape, eventually planning the entire manufacturing piece and owning it through launch
- Plan, lead, and execute multiple NPI programs and co-labor with manufacturing resources to support ME portion of program while partnering with other internal functions including Quality, Planning, and Production as well as interfacing with customer technical team members, as required
- CAPEX – Research new equipment to support product and program needs, providing justification as part of program for approval
- Be accountable for the complete process planning and development, and work with quality on validation for assigned programs. This includes process flow, PFMEA, equipment selection, including capacity, tooling, fixturing, programs, gauges, documentation, and other supporting elements to ensure a thorough and capable process at launch
- Own ME portion for Manufacturing Readiness for assigned programs so planned jobs are ready to run effectively on schedule. Ensure completion of tasks either by execution or work of other team members
- Provide quotations and financial estimations to support projects
- Own manufacturing cost targets per project plan and find solutions to meet targets when off track
- Ensure systems are in place to meet or exceed process requirements
- Partner with customer or internal risk teams on FFMEA and DFMEA inputs as well as working with outputs
- Actively research and stay abreast of industry trends and new manufacturing technologies to support NPI programs, of now and the future, and advance the company's manufacturing competitiveness

QUALIFICATION REQUIREMENTS:

- Minimum of a Bachelor of Science degree in Engineering
- At least 8 years' experience in a manufacturing environment, including precision machining
- Project Management training and/or certification, such as CAPM or PMP, preferred

OTHER SKILLS and ABILITIES:

- Significant experience in planning, managing, and executing manufacturing projects such as NPI, CAPEX, and product transfers
- Previous supervisory or team leadership experience a plus

- Strong experience with project management, such as assessing, planning, executing, and closing
- Working knowledge and expertise in new product and process introduction (NPPI) and validation, including PPAP and PFMEA/DFMEA
- Experience in medical or aerospace environments are ideal
- Experience with problem solving and driving root cause solutions, such as RCCM, 8D, and DMAIC, and coaching others
- Knowledge of measurement systems and process capability
- Excellent grasp of manufacturing engineering fundamentals, such as engineering drawing and specification interpretation, GD&T, Design for Manufacturing/Assembly (DFMA), equipment design, and process documentation
- Excellent written and oral communication skills and ability to communicate technical information to both technical and non-technical audiences
- Solid financial acumen, including knowledge of cost estimating, and understanding of P&L and capital budgeting
- Working knowledge of CAD software, including SolidWorks, and ability to design tooling and fixturing as well as generate in process prints
- CNC programming and machining experience, preferred
- Basic ERP knowledge, including ability to create and maintain basic manufacturing documentation, such as routings, BOMs, and item masters
- Goal-oriented and able to complete assignments on time with significant latitude and self-direction while exercising sound engineering judgement

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee frequently is required to stand; walk; and use hands to handle, or feel objects, tools, or controls. The employee is occasionally required to reach with hands and arms. The employee must occasionally lift and/or move up to 20 pounds.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

Associate will normally work in an office environment but may also be subject to high noise levels from machines, and physical hazards from moving machine parts. WHEN OVERTIME IS SCHEDULED, IT IS MANDATORY.

REVIEWED AND ACCEPTED BY:

MANAGER	ASSOCIATE
NAME:	NAME:
SIGNATURE:	SIGNATURE:
TITLE: EVP, Supply Chain	TITLE: NPI Project Manager
DATE:	DATE:

The above description is intended to describe the general content, identify the essential functions of, and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements.