

JOB DESCRIPTION SUMMARY

JOB TITLE: Director of Development
DEPARTMENT: Engineering
REPORTS TO: SVP of Operations/Engineering
FLSA STATUS: Exempt

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Oversee and manage the design, development, and validation of electro-optical medical and security devices. This position includes driving new product development, product life cycle management, and day-to-day administration of tasks associated with maintaining product development schedules, specs, and costs. Effectively manage the coordination between Manufacturing, Engineering, Quality, and Purchasing to release new or improved designs and transition them to production. Support customer briefings, proposal generation, and new business initiatives.

QUALIFICATIONS, EXPERIENCE, EDUCATION:

- Bachelor's degree in Mechanical, Electrical, or Optical Engineering
- Hands on experience with 3-5 years of managing engineering teams
- 5-7 years of working in manufacturing and machining environment as an Engineer.
- Experience with the designing and manufacturing of medical devices requiring FDA 510k approval.
- Proficiency in problem analysis and problem resolution (8D, PFMEA, 5 Why's, etc).
- Extensive experience with Verification and Validation testing of complex medical devices.
- Ability to develop and lead high performance teams and be a strong team player.
- Experience leading mechanical engineering, hardware, software, and systems engineering resources and partners in the development of new devices and device upgrades.
- Proficient in Solidworks and MS Excel. Familiarity with ERP and Document Management applications.
- Experience with ISO 13485 preferred.
- Must be a US Citizen or Permanent Resident.

JOB DUTIES AND RESPONSIBILITIES:

- Participate in all elements of the product development process including compiling Voice of Customer input, project justification, documenting functional requirements, and product specifications.
- Follow the New Product Development process, working cross-functionally, to meet sales strategies.
- Responsible for product cost breakdown analysis and drive down cost utilizing best design practices such as DFM, DFA as well as material and supplier selections.
- Manage Engineering Department and provide technical leadership and personnel oversight.
- Coordinate internal and external resources in product development, tooling design & development, first article inspections, design documentation, status reporting, material procurement, prototype testing, and delivery.

PREFERRED REQUIREMENTS:

- MS in Mechanical, Electrical, or Optical Engineering
- 10+ years of experience in the development and design of complex electro-optical or medical devices.
- 7+ years as a manager for 5 or more development and design engineers.

- Possesses a deep understanding of product development processes, systems, and strategies.
- Ability to guide and mentor staff, motivate for results, and recognize and act on employee issues.
- Prepare reports, business plans, and presentations.
- Dive deep into issues, get hands-on, and problem solve.

LANGUAGE SKILLS

Ability to read, analyze and interpret general business materials and documents. Ability to write reports, business correspondence, and document work activities. Ability to effectively present information to, and respond to questions from FDA, ownership, managers, clients, customers, and the general public.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to calculate figures and amounts such as rate, ratio, interest and percent and to draw and interpret bar graphs. Ability to apply concepts of basic algebra.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several variables in standardized situations.

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 accommodations 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 use hands and fingers, to handle or feel; reach with hands and arms; talk and hear. The employee frequently is required to stand, walk, and bend. The employee is occasionally required to sit, climb or balance. Specific vision abilities required by this job include close vision, depth perception and ability to adjust focus.

WORK ENVIRONMENT

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