

**LSI SOLUTIONS® founded in 1986, located in beautiful Victor, New York, is a dynamic and growing medical device company with over 450 employees dedicated to advancing minimally invasive surgical instruments through research, development, manufacturing, and marketing. We have doubled in size in just the last 4 years! The LSI Campus includes 7 buildings (165.000 sq ft) on 60 meticulously cared for acres.**

**We are searching for passionate people looking to make a difference in the medical device industry. By joining LSI SOLUTIONS® an ISO 13485 certified company, you will become part of an energetic team working together to relentlessly pursue better patient outcomes with state-of-the-art devices. After all, our ultimate customer is the patient.**

**POSITION TITLE:** Program Manager II, Sr.

**JOB SUMMARY:** Manages projects and initiatives in support of new product & systems development, design enhancements, and manufacturing improvements. Utilizes best-practice project management tools and techniques to ensure projects meet technical scope, schedule, and budget requirements. Is ultimately responsible for the technical advancement and timely progression of projects and programs as assigned.

**ESSENTIAL FUNCTIONS:**

- Responsible for initiating, planning, scheduling, conducting, and coordinating the technical and managerial aspects of engineering projects, which may include development of new products, modifications to existing products, or design for manufacturing (DfM) initiatives.
- Utilize sound decision-making to guide project teams.
- Manage cross-functional team members across all disciplines.
- Use Project Management tools to drive project performance.
- Prepare presentations and conducts project review meetings, including Phase Gate reviews; serves as communication conduit to management and executive staff.
- Coordinate with all functional Managers and Leaders to ensure appropriate resources are available for successful project completion.
- Research, evaluate, and develop project management tools.
- Responsible for the appropriate record keeping of project outputs in accordance with 21 CFR 820, ISO 13485, LSI Procedures, and other applicable standards.
- Effectively communicate project status, technical hurdles, and solution paths to stakeholders.

**ADDITIONAL RESPONSIBILITIES:**

- Participate in design reviews, troubleshooting, and other technical aspects of product development.
- Exercise sound engineering judgement to guide direction of technical initiatives.
- Provide input to administrative supervisors to support employee development and performance reviews.
- All other duties as assigned.

## **EDUCATION & EXPERIENCE**

### **Program Manager II**

- Bachelor's degree required; Bachelor's degree in a technical discipline preferred.
- 3-7 years of product development experience required; medical device experience preferred.
- PMI CAPM certification, or capability to achieve certification preferred.

### **Senior Program Manager**

- Bachelor's degree required; Bachelor's degree in a technical discipline preferred.
- 7-10+ years of product development experience required, 5 years of which in a project leadership role; medical device experience preferred.
- PMI PMP certification, or capability to achieve certification preferred.

## **KNOWLEDGE,SKILLS&ABILITIES:**

- Demonstrated ability to manage complex projects, and lead cross-functional teams.
- Knowledge of Project Management Body of Knowledge (PMBOK).
- MS Project proficiency.
- Basic CAD proficiency.
- Knowledge of industry accepted Project Management methodologies.

## **PHYSICAL DEMANDS AND WORK**

### **ENVIRONMENT:**

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.

- Frequently required to lift, carry, push and/or pull from 10-20 lbs.
- Ability to periodically bend or kneel and use color vision/depth perception.
- Sitting, standing and/or walking for up to eight hours per day.

- Routine use of standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.
- Regularly required to talk and/or hear.

LSI SOLUTIONS® is an equal opportunity employer and does not discriminate based on any legally protected status or characteristic.

Minority/Female/Sexual Orientation/Gender Identity/Disability/Veteran.