Job Description – Technical Manager, Software

Summary

The Technical Manager is responsible for organizing and providing technical leadership (engineering expertise) to a small group of engineers and designers. The Technical Manager will spend 70-80 percent of their time acting as an engineer within their discipline. The remainder of the time will be spent as the manager of the team.

Principal Accountabilities (Functional)

1. Provides technical guidance and direction for assigned individuals.
2. Monitors adherence to Product Development Process (reference P/N 45389901) within his/her group.
3. Plans, assigns, and monitors project manpower commitments.
4. Accountable for maintaining departmental Engineering standards.
5. Provides input to Department Manager on strategic direction for Engineering design and development.
6. Coordinates development activity between the multiple Engineering groups within their own discipline and the remainder of Engineering.
7. Provides primary input for performance appraisals, salary reviews, and performance bonus distribution for group members.
8. Responsible to manage project deliverables across team to ensure execution on time within budgeted cost. Provides management updates on project status vs plan as required.

Principal Accountabilities (General Supervisory)

1. Carries out responsibilities in accordance with the organization's policies and applicable State and Federal laws, including interviewing, hiring, training employees, planning, assigning and directing work and appraising performance.
2. Interprets company policies to employees and enforces all safety regulations.
3. Assures efficient and economical utilization of materials, improvement of methods, and elimination of wasteful practices within the department; may include budget development and control.
4. Develops workforce planning and utilization programs to satisfy actual and projected requirements. Includes the scheduling of overtime and cost/effective use of temporary services.
5. Implements cross-training activities and plans for employees under his/her direction with specific attention toward the development of a highly flexible work force.
6. Establishes and implements team/individual Critical Success Factors, including the measurement and documentation of the progress of each employee toward the established goals.
7. Analyzes and resolves work problems, or assists employees in solving work-related problems.
8. Performs other job-related duties as required.

Minimum Requirements

Bachelor of Science in Computer Science. Minimum 8-10 years experience in Engineering Design and Development. Two years Team Leadership experience. Experience with C# and GIT.

Responsibility for Quality Procedures or Direct Product Quality

Adheres to Universal Quality System policies and procedures and uses Total Cycle Time principles and standard problem solving tools to continuously improve work processes.

Physical Demands

- Requires the ability to use a computer on a frequent basis.
- Position requires the ability to understand and interpret detailed documents and drawings.
- Requires the ability to communicate clearly in giving presentations.
- Must be able to communicate clearly with fellow workers in English.
- The ability to travel to UIC home site (Conklin, NY USA) and customer sites will be required.