



## JOB SPECIFICATION

**Title: Design Manager**

**Reporting To: Technical Director**

### **Role Description:**

- Monitor development programmes to ensure all new product developments are ready for launch within the agreed period.
- Deliver successful launch of new products within agreed time frame to include, manuals, literature and samples.
- Working on guidelines for out-sourced design work.
- Ensure products meet the requirements and performance as outlined in the Sales and Marketing Design Brief.
- Ensuring the Company meets its QA obligations within BSi 9001:2015.
- Providing information and support to Management regarding QA issues and Company's policy towards level of goods inwards inspection.
- Close working relationship with QA Department to ensure agreement on QA issues.
- Active involvement at New Product Development (NPD) meetings
- Monitor Design Department workflow and programme, increasing efficiency and improving quality of work. Ensure samples for customers/testing are to an acceptable standard.

### **Scope:**

Ensure all procedures are met within the Role Description and that a close and effective working relationship exists with Product Support Manager, Technical Team and all other Departments.

### **Key Performance Indicators:**

- Clear, concise, transparent reporting and resolution of Design issues in a timely manner through CRM, NPD and management meetings.
- Good communication with customers, suppliers and all other Departments relating to Design issues.
- Keeping within design guidelines and development timescales.