

Product Manager

Reports to: Chief Operating Officer

Status: Full-time

Rate: \$50,000

Enzymatics is a young, rapidly growing life science manufacturer that has emerged as a leader in the supply of the molecular tools for DNA sequencing and genetic engineering. The company was founded by experienced scientists and business leaders with a track record of success. As a company we are accelerating the pace of scientific discovery by selling benchmark quality, innovative products of the highest value available globally. Ambitious, innovative hires will join an experienced team developing new products that are revolutionizing the genetic testing market.

Department: Administration

Our world-renowned protein products are enabling groundbreaking research around the globe, so it is vital that they are produced to spec, on-time, and visible to our customers through clear marketing campaigns. As an Enzymatics product manager, you will report to the COO and manage the lifecycle of new and existing products from the inception of design through product obsolescence. Acting as a cross-functional liaison in a multi-product environment, you will rely on your strong organizational and communication skills to ensure efficient and precise movement and of products through the design, manufacture, inventory and release processes. Your responsibilities will include scheduling of product related activities, development of marketing materials, responding to customer technical inquiries, orchestrating sampling programs, and occasionally throwing on a lab coat to assist with product tests and produce final product formulations. You will also work closely with Quality Assurance to author production-related ISO 13485:2003 Quality System documents.

Role: Product Manager

At Enzymatics, we design and manufacture the world's highest quality molecular biology reagents for DNA sequencing and genetic testing. You will be responsible for making sure that once a product is finished that the customer is always getting exactly what they need. Some of the responsibilities will include setting and updating schedules throughout product lifecycle to ensure internal and external deadlines are met as well as scheduling production activities based on customer, inventory, and internal requirements. You will author product-related documents including CoA, MSDS, web pages, marketing material for new products. Responsibilities will further include working with the Enzymatics business development team to translate customer requests into product samples or projects. Responsibilities will include production of custom product formulations to fulfill sample requests. You will work with design team to complete Design History Files, transfer production process to manufacturing, act as the liaison within the Enzymatics supply chain on activities relating to product labeling, filling, and inventory management.

Qualifications

- Bachelor's Degree in Life Sciences plus 2-5 years Molecular Biology/Quality/Marketing experience

- 1-2 years experience communicating with customers, suppliers, technical discipline auditing, or technical support.
- Clear, concise written and verbal communication with experience with technical document citations and marketing copy.
- Proven track record of performance in operations and project management in a multi-tasking environment.