

<b>INDUSTRIAL DESIGNER</b>		
<b>CLASSIFICATION</b> <i>Full-Time</i>	<b>FLSA STATUS</b> <i>Exempt</i>	<b>DEPARTMENT</b> <i>Marketing</i>

**❖ POSITION OVERVIEW**

*Responsible for creating new products and modifying or improving existing products within tight time constraints and with minimal guidance from Product Managers and Design Manager.*

**❖ ESSENTIAL FUNCTIONS**

- 1. Conduct competitive product, consumer and/or other research in collaboration with Product Manager based on information in design brief and to build expertise in given product and/or category. Understand existing competitive product assortment as well as consumer problem(s) associated with available products and/or tasks.*
- 2. Summarize documented research findings as guide for decision making and develop a series of new product concepts based on design brief with minimal guidance of Design and Product Managers.*
- 3. Create prototypes of product concepts for testing and design validation and for review by Product Manager, Design Manager and broader Design team or user group. Determine functional product expectations and any necessary changes and incorporate feedback for design refinement prior to development of final CAD.*
- 4. Complete final 3D CAD files and detailed product specifications based upon original deadlines established for each individual product timeline. CAD must be suitable for accurate tooling/manufacturing quotes by combining functional and esthetic design elements resulting in products that perform the intended task, are intuitive to the end-user and fit with capabilities of PIC supplier base for production. CAD to be reviewed by Design Manager prior to sending to manufacturer.*
- 5. Review FOB and tooling cost with Product Manager and finalize product design to meet targeted price-points. Work with supplier*

## **INDUSTRIAL DESIGNER - CONTINUED**

*by recommending design, assembly or material changes resulting in lower product or tooling cost if necessary.*

- 6. Meet initial deadlines for all phases of new product development to coincide with the initial project timelines established at the outset of each new project. Fall products approved for production by end of June and Spring products approved for production by end of November each year. Communicate any changes in schedules/ products/ processes that may affect overall timeframe to appropriate parties.*
- 7. Develop and launch 8 to 12 products annually with total product ratings ranging from 22 to 28. Figures based upon product development expectations established for Industrial Design position relating to quantity and complexity of projects.*
- 8. Evaluate and test off-tool samples to determine if any necessary modifications need to be made to enhance products before final production. Review recommended modifications with Design Manager prior to notifying supplier. Set manufacturing quality guidelines by using PIC QC document for reference by factory and ProCorp QC staff.*
- 9. Participate actively in brainstorming and design review meetings by providing feedback and assistance for other designers. Collaborate with Design team and step in and out of other projects if needed based on project priorities.*
- 10. Engage in market shopping and other opportunities to build food and product trends awareness and fundamental knowledge of appropriate product categories to generate concepts for future product opportunities. Must acquire detailed knowledge of project-specific competitive products and retail availability.*
- 11. Provide effective daily communication with suppliers and ProCorp on key issues associated with new product development by providing advanced notice on actions that need to be taken and by following up on project status and due-dates.*
- 12. Represent Progressive International with a high level of integrity and professionalism.*
- 13. Adhere to Progressive International policies and support management decisions and goals in a positive, professional manner.*

### **❖ ADDITIONAL RESPONSIBILITIES**

- 1. Maintain organized project documentation by documenting main project phases such as concept development, prototype and competitive sample testing, off-tool sample testing/ evaluations*

## **INDUSTRIAL DESIGNER - CONTINUED**

*etc. Save all related project & process files in "Product Files" folder by specific intro date.*

- 2. Proactively manage project flow according to steps outlined in PIC Product Development Process.*
- 3. Conduct patent research during the early phase of the product development process, review competitive patent claims and notify Design Manager if a formal patent review is recommended. Provide drawings and technical text for patent applications.*
- 4. Support the Creative Department when product illustrations or other concepts are required for packaging, presentations, press releases or brochures.*
- 5. Perform other duties and special projects as assigned.*

### **❖ INTERACTION AND ENVIRONMENT**

#### **Reports To: Design Manager**

*Work areas are inside in a climate-controlled environment with light background noise. Position involves exposure to potentially hazardous materials, odors/fumes and dust. Position also involves occasional travel.*

### **❖ MATERIAL AND EQUIPMENT USED:**

<i>Computer</i>	<i>Fax Machine</i>	<i>Copier</i>
<i>E-Mail</i>	<i>Telephone</i>	<i>Voice Mail</i>
<i>Hand Tools</i>	<i>General Office Supplies</i>	<i>Power Tools</i>

### **❖ PHYSICAL ACTIVITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS**

**Sitting/Standing/Walking:** *Approximately 85% of time is spent working at a desk. Balance of time (approximately 15%) is spent moving around work areas.*

**Speaking/Hearing:** *Ability to effectively communicate with co-workers, customers, and outside agencies, by telephone and in person.*

**Vision:** *Ability to effectively use a computer screen and interpret color, printed materials, memos and other appropriate paperwork.*

**Lifting/Carrying:** *Ability to transport thirty (30) pounds consisting of shop materials and equipment.*

**Stooping/Kneeling:** *Ability to access files and supplies.*

## **INDUSTRIAL DESIGNER - CONTINUED**

**Reaching/Handling:** Ability to input information into computer systems and retrieve and work with appropriate paperwork, equipment and supplies.

### ❖ PROFICIENCIES

1. Ability to generate design solutions with minimal guidance that offer practical and emotional benefits to consumers while supporting company sales objectives.
2. Good written and oral communication skills; ability to communicate effectively and project a professional image when giving and taking information in writing, in person and over the phone.
3. Design research skills, including patent searches, competitive product matrices, user observations, environmental analyses, human factors and usability evaluations, trend and color research and studies. Interface design: human factors and usability.
4. Solid word processing and computer database skills with a working knowledge of 3D CAD (SolidWorks), PhotoShop, Illustrator and Microsoft Office software.
5. Must have 3D CAD and model making experience, as well as good understanding of materials and manufacturing processes.
6. Independent decision making skills. Ability to develop products without strong lead or guidance from Design Manager.
7. Strong sketching, and model building skills.
8. Thorough understanding of materials and manufacturing processes specific to materials & processed used for PIC products.
9. Effective interpersonal skills with the ability to work with individuals and groups at all organization levels; ability to work independently and as part of a team.
10. Ability to take initiative and prioritize tasks; good time-management, organizational, problem-prevention and problem-solving skills.
11. Ability to manage multiple projects simultaneously.
12. Strong analytical ability with active listening skills.
13. Ability to work accurately with close attention to detail.
14. Ability to maintain confidentiality of sensitive information.

## **INDUSTRIAL DESIGNER - CONTINUED**

- 15. Ability to work in a fast-paced, deadline-oriented work environment with a willingness to adapt to changing business needs and deadlines.*
- 16. Ability to study and apply new information.*
- 17. Possess a work ethic that includes neatness and punctuality.*
- 18. Travel (domestic & international) as required.*

### **❖ EDUCATION AND EXPERIENCE**

- 1. Bachelor's degree in Industrial Design or equivalent related experience.*
- 2. Minimum of four (4) years of experience in product design and development industry.*