



# JOB DESCRIPTION

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|----------------------------|---|
| Job Title: Product Manager | Status: Full Time   |
| Department: Supply Chain   | Reports To: Director of Supply Chain  |
| Revision Date: 01/29/2024  | FLSA Status: <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Non-Exempt |

## Position Overview

As a member of the Operations team, the Product Manager (PM) serves as a liaison between WAV and its vendors, ensuring the success of the product lines in all facets of the relationships. The PM will be responsible for guiding the daily interactions, taking WAV's Executive strategic vision and developing the strategic roadmap, and clearly communicating their results in executing the strategy. The PM confidently collaborates with internal and external business stakeholders and vendors to define an action plan, and capture requirements. The ideal candidate displays a high degree of ownership, is agile, strives for continuous improvement, and judges his or her success by the success of the team and the satisfaction of WAV's customers, and achieving the Company's goals.

## Essential Job Functions

- Establish rapport (with frequent communication) with key vendors
- Work internally with purchasing to align forecasts with quarterly product purchases and rotations/returns
- Communicate sales numbers and forecasts to key departments within the vendor
- Assist in managing the new vendor onboarding process
- Assist in coordinating new vendor training and determine new product training cadence
- Ensure WAV's sales and technical staff maintain required training, certifications, etc.
- Work closely with WAV's Marketing team to maximize MDF opportunities, promos for inventory and additional marketing activities
- Attend vendor partner events
- Assist sales staff by providing feedback on products, ancillary products, pricing, establishing BOM's, aligning vendor engineering/sales talent with WAV sales staff
- Participate in establishing SOPs (standard operating procedure) related to area of responsibility
- Communicate lead disposition and reporting to vendors
- Manage product life cycles and transitions to new products based on supported product lines
- Assist in developing and finding net new partners and establishing new markets
- Attend and conduct quarterly business reviews with WAV and vendors upper management
- Contract review, interpretation, and communication and execution of the requirements
- Any additional duties as assigned

## Non-essential Job Functions

- Balance, execute and prioritize both routine and analytical tasks
- Support the growth and maintenance of WAV house accounts
- Maintain a clean, neat, and orderly work area
- Other duties as assigned



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## Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- 3-5 years relevant experience in broadband technology product management, fixed wireless and LTE and/or fiber or closely related field.
- Strong product management knowledge (Launch, go-to-market, In-life, and end of life) with proven ability to execute best practices
- Strong leadership, communication, and Interpersonal skills
- Tenacity and creative thinking, problem solving skills
- High Energy individual with a proven track record of operating in a dynamic, very demanding & customer centric environment
- Strong analytical ability to be able to translate data into actionable tasks, present and interpret results to internal and external stakeholders
- Proficiency in MS Office applications including Excel and Power Point
- Ability to thrive in a dynamic environment, shifting priorities quickly
- Self-motivated, solutions driven, with ability to track and manage progress

## Education/Experience

Bachelor's degree or equivalent. 3-5 years of previous experience managing a technical product line. Experience with manufacturers such as Cambium Networks, Nokia, Ericsson, Ruckus, Cisco, Aruba, Telrad, Mikrotik and/or Adtran preferred but not required.

## Language Ability

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of an organization.

## Math Ability

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ration, and percent and to draw and interpret bar graphs

## Reasoning Ability

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

## Computer Skills

To perform this job successfully, an individual should have knowledge of Microsoft Office programs and experience using a CRM system. Must be able to prepare quotes, sales orders, and presentations without error.

## Certificates/Licenses Required

No certifications needed.

***NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.***



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## Supervisory Responsibilities

N/A

## Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work environment consists of an indoor, climate-controlled atmosphere. Noise level in the office is quiet to moderate. Noise level in the warehouse is moderate and occasionally loud.

## Physical Demands

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.

This position frequently requires the employee to stand, sit and walk. The employee is frequently required to use hands to finger, handle, or feel, reach with hands and arms, and talk/hear. Physically able to lift 50 pounds and move inventory as required.

## Travel

This job has limited travel requirements.

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