

PROGRAM MANAGER

A rapidly growing international company headquartered in Stevensville, MD is seeking a talented, experienced, technical professional for the **Program Manager** position at their North American Corporate Headquarters. This position will report directly to the Chief Operating Officer (COO).

Duties and Responsibilities:

- Provide support to the Chief Operating Officer (COO) in planning, developing, and implementing operational expansion and growth plans
- Coordinate and manage internal and external projects as they relate to the company's overall vision and goals
- Work closely with members of the organization to gain feedback and insight on improvements that can be made to the overall organization to support positive growth as it aligns with the Company's Vision
- Assist with maintaining positive relationships with designated key accounts, markets, and vendors
- Present and review program information with the Chief Operating Officer (COO) and other members of the Executive Management for feedback and authorization of changes to program infrastructure
- Work closely, as needed, with Product Development strictly within a resource capacity to ensure new products meet or exceed company goals and standards
- Meet and coordinate with stakeholders to encourage strong communication and transparency regarding project implementation and decisions on the project
- Other duties as assigned

Required Skills/Experience:

- BS or equivalent experience in Program Management
- Management experience in a manufacturing setting preferred
- Strong leadership, managerial and organizational skills
- Detail-oriented with proficient computer skills, especially in the use of Microsoft products
- Able to work independently, making good decisions, and work as part of a team
- Maintains a high level of responsibility and accountability
- Time management skills to ensure 100% job completion

Benefits & Compensation:

- Salary commensurate with experience
- Full medical, dental, vision benefits, paid vacation & holidays, 401K, plus annual performance bonus
- Growth opportunities are available