# Program Manager

### [North American Lighting, Inc.](https://www.linkedin.com/company/north-american-lighting?trk=job_view_topcard_company_name)

### Farmington, Michigan

**Job description**

1. **I.     Scope of Job:**Knows and appliesa variety of management and engineering concepts, practices, and procedures.  Relies on experience and judgment to plan and accomplish goals.  Performs tasks that are varied and complex in nature, and that require a wide degree of evaluation, creativity, latitude, and independent judgment.  Leads and directs the work of others.

1. **II.    Job Summary:**Provides leadership and direction to the launch teams and the staff of all support groups in setting and achieving program objectives for timing, cost, manufacturability, quality, localization, and customer satisfaction for the development and launch of new automotive lighting products.

1. **III.   Essential Duties & Responsibilities:**
   1. Performs in the lead role — the focal point — for product development and launch for both the customer and NAL on new automotive lighting programs
   2. Leads Core Team activities, including: planning new program launch; creating project schedules with key milestones; defining each functional area’s deliverables; communicating plans, schedules, and changes; and generating consensus from the team
   3. Understands all customer requirements for the project, communicates them to the team, and ensures that the team meets or exceeds them.
   4. Ensures adherence to project plan and schedule by conducting core team meetings, generating follow-up documents, managing open issues, facilitating team member’s jobs, and soliciting management support in overcoming problems
   5. Budgets, tracks, and, controls all project costs in real time, ensuring that all chargeable costs are assigned to the customer, and obtaining management approval for all cost overruns
   6. Authorizes and controls changes in the program affecting the agreed to targets and/or objectives
   7. For projects developed by Koito, ensures smooth transition to NAL by tracking and controlling pre-SOP localization progress, and serving as the main contact for communication with Koito
   8. Performs other duties as assigned