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# Example of NPI Program Manager Job Description

Our company is looking to fill the role of NPI program manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for NPI program manager

* Manage & review accountable budget to affordability and scope of the different machine programs as agreed with respective Product Group
* Co-ordination of other functional areas (Purchasing, Aftermarket Parts, Product Regulations and Compliance, Product Support, Supplier readiness, APQP)
* Direct and monitor progress on, time, cost and quality for programs and projects
* Coordinate, schedule and lead program gateway reviews
* Participate in product group program meetings, gateway reviews and design reviews
* Monitor execution of current production product quality improvement and cost reduction activity, report status/progress to customers and resolve execution issues/roadblocks
* Manage program/project scope change via change control process
* Develop, validate and communicate MGPP plans for machine electronics control to Product Groups
* Mentor and coach team members on NPI process, program management, project lifecycle and project planning
* Lead process improvement projects to improve efficiency of the team and quality of deliverables

## Qualifications for NPI program manager

* Ability to work independently and a flex schedule to support the business and account requirements of customers and team members located in Europe and Asia
* Fluent in English and Chinese preferred
* Excellent communication, planning and analytical skills necessary understanding of the brand and general product knowledge
* Demonstrated leadership and influencing skills, leading projects and teams and effecting change in a cross functional environment
* Stakeholder Management And Communication - Identifies, engages and manages stakeholders on a project
* Cross-Functional Knowledge - Understands the more detailed hand-offs between functional areas on a project