



## **Engineering Manager/Technical Project Manager at SwitchBox Responsibilities include:**

### Leadership

- Lead engineering team members on a continuous path of learning and solving hard problems to achieve budgetary and technical objectives
- Lead and work closely with software, electrical, mechanical, and vehicle integration teams in the design of systems for various applications
- Lead resource management of the technical team across many projects, identify gaps and solutions
- Develop talent within the organization, coach and mentor the team including goal setting and performance reviews
- Develop and manage the core competencies and performance review framework
- Manage technical staff opportunities – planning, recruitment, and hiring
- Sponsor the co-op program, and develop a co-op lead to manage the program
- Approve timecards, coach the team on appropriate time card completion habits, liaison w/ accounting on any issues or help needed with timecards during billing
- Identify organizational inefficiencies and work to close the gap by identifying and implementing solutions
- Design and build out org chart plans for the business
- Identify and mentor next team leaders/managers
- Intentionally identify areas that can be optimized or delegated to create balance within the management team

### Secondary Projects

- Participate in business projects as needed/desired (i.e. Marketing, Trade shows, etc)

### Project Management and Risk Mitigation

- Support decisions made by technical leaders and create project plans that align to the programs and business for projects in which you are involved
- Identify potential project risks and mitigate or resolve them directly, reporting and escalating to executive management if necessary
- Support the creation and submission of accurate and timely customer proposals, including a detailed representation of the statement of work to align with the customer's needs.



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- Identify new business opportunities throughout the course of a project and opportunities driven by the customer relationship
  - Manage communication and relationships between the client, key stakeholders, and engineering team to ensure critical milestones and deliverables are met as necessary to support project leads.
  - Interface with customers to resolve open issues and hit account receivable goals.
  - Negotiate change requests and project expenses ahead of project overages and maintain customer communication and expectations against the statement of work.
  - Support finance in tracking project expenses and accounts receivable against agreed-upon terms across all projects. Manage project material expenses, procurement, and reporting as required

## Project Participation

- Contribute to projects at an individual level as necessary to support resource gaps and keep technical skills sharp

## Core Competencies:

- Leading the team in **Technical Expertise** through consistent tech leadership on projects spearheading new design methodologies and technologies. Expertise in multiple domains
- Strong **Communication and Collaboration** through concise technical and non-technical verbal and written communication within the team and consistently the main technical contact with client collaboration.
- **Leadership:** Effective leadership within a project. Build consistent rapport across the full team, representing SwitchBox by building positive professional customer relationships
- **Result orientation** a consistently strong work ethic and excellent attention to detail with a focus on delivering the highest quality work within the timing and requirements of a project. Able to identify project risks and proactively solution them.



- **Innovation and Product Focus:** Take a consistent lead role in creative product development ideas, define requirements and activities with the cross-functional team.
- **Business and Marketing:** Active participation in identifying new customer needs and cultivating new projects (new or existing customers)

## Preferred Credentials

- Achieved Engineering degree from an accredited university with a focus on software
- Master's degree in engineering or related course of study
- Business acumen through experience or MBA
- Engineering background and ability to quickly apply analytical and logical thinking to a variety of new problems
- Ability to understand system requirements from multiple sources using a variety of methods.
- Ability to identify team, technical, and commercial gaps and risks and resolve them at a project, team, and company-wide level
- Depth in automotive development and production processes, control systems, comm protocols, and comparable safety critical systems
- Desire and ability to work in a fast-paced and self-directed work environment
- Advanced electrical system diagnostic and troubleshooting capability, including the identification and mitigation of common failure mechanisms
- Intimate familiarity with automotive software systems and selection of proper tools, components, and standards used in development, validation, maintenance and service scenarios