**Position Description:** Senior Vice President Operations - Simpson Technologies

**Reports To:** CEO – Simpson Technologies

**Classification:** Exempt

**Summary/Objective:**

The Senior Vice President is a member of the Executive Management Team who participates in the overall management of the organization including the provision of leadership in the development and implementation of the Company mission, philosophies, values, principles, and strategic plans. The Senior Vice President, working within broad business strategies and policies, organizes and directs the Engineering and Manufacturing areas of the organization as well as programs of research and technical investigation to explore fields of technology that are consistent with Company strategies in the provision of new products and/or services. Directs the implementation of approved research and development projects and programs then coordinates their implementation with appropriate applied technical groups.

**Key Essential Functions:**

Leadership & Team Management

* Assures that areas of responsibility are properly staffed and coordinated and that personnel are adequately qualified, trained and supervised to perform their responsibilities effectively. Provides leadership and development to direct reports in order to build a high performance team that is constantly growing in capabilities and efficiency. Establishes annual performance and development goals for all direct reports and meets regularly to review progress. Perform annual performance reviews to document team performance and behavior. Ensures accountability, establishes clear responsibilities and processes for monitoring work and measuring results. Assures that any direct reports who are also managers/supervisors are also implementing and successfully executing the performance management process.
* Assure all key work processes are fully documented, constantly updated and consistently followed to maintain a culture of consistently high performance throughout the organization.
* Responsible for the development of the organization, personnel, technology and strategic capabilities on a worldwide basis in Controls, Mechanical Engineering, and Manufacturing/Operations to assist in fulfilling short term profitability as well as the long term company mission and technology objectives.
* Together with other Executive Management, researches, identifies and develops opportunities for strategic acquisitions, joint ventures and/or partnerships as well as internal, organic development. Assists in performing due diligence and opportunity analysis.

Key Responsibilities:

* Recommends to the CEO programs, expenditures, investments, training or other actions that will enhance the efficiency, productivity, capacity and profitability of areas under direct control.
* Interprets and applies Company policies – causes the planning and establishment of operating plans and budgets for each department within the assigned area of responsibility to ensure achievement of the company mission, strategies, objectives, budgets and policies.
* Provides a positive and visible presence for the Company within major customer and industry gatherings, meetings, societies and associations
* Provides strategic information in formal and informal forms to superiors and peers concerning the operation and capabilities of assigned groups under their management.
* Participates with the CEO and other Executives in the development, documentation, implementation and management of the strategic plans, operating plans, budgets and policies of the company.
* Together with other executives, exerts a consistent and effective management force to all stakeholders for the achievement of short and long term plans and objectives.
* Provides guidance and oversight to development, implementation, management and continuous improvement of company strategies related to the continuous technical development of Company services and products.
* Assumes primary responsibility for the development and implementation of policy relating to company intellectual property rights including patents, trademarks, copyrights and other trade secrets.
* Assumes primary responsibility for the development, organization and management of a company technical library and other reference resources.
* Assumes primary responsibility for the development, organization and management of the company laboratory facilities, equipment and other R&D related assets.

**Required Education:**

* BS degree in business or technical field is required. MBA or MS degree in a technical field is preferred.

**Required Experience:**

* Minimum 15 years of experience in management
* Knowledge in the metal casting industry or chemical process is preferred.

**Required Skills:**

* The proven ability to coach, counsel and motivate technical individuals to optimum performance and behave as a team in concert with each other and the rest of the organization.
* The proven ability to push strategic organizational plans down into the organization in the form of goals, plan and tactics.
* The proven ability to analyze information and made timely product decisions.
* The proven ability to achieve results on large scale projects within time and budget constraints using direct reporting relationships as well as influence.
* The ability to research, write and present papers, articles and other written documents for publications and/or presentation for large audiences worldwide.
* The ability to understand and achieve desired results in multi-national business climates.
* Excellent verbal, written and presentation skills.

**Core Competencies:** *Accountability Communication Efficiency*

 *Innovative/Creative Knowledge/Experience Teamwork*

**Supervisory Responsibility:** Yes

**Travel:** Frequent

**Work Environment:** Work is performed within a standard office environment. There are no hazardous or unpleasant conditions caused by noise, dust, etc.

**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.*

Work is generally sedentary in nature, but may require standing and walking for up to 10% of the time to access file cabinets, deliver information to coworkers, to use copier, etc.

 Must be able to detect and comprehend small type and discern numbers.

 Must be able to communicate and exchange information verbally and in writing.

 Must be able to operate and use a computer and its office related applications and other office equipment.

*Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice. Nothing in this job description restricts management’s right to assign or reassign duties and responsibilities to this job at any time.*

**Signatures**

This job description has been approved by appropriate levels of management:

Manager

Human Resources

Employee signature below constitutes employee’s understanding of the requirements, essential functions and duties of the position.

Employee Date