

POSITION DESCRIPTION

PRODUCT MANAGER
ARGUS HEATING LIMITED

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ARGUS HEATING LIMITED

Position Description and Specifications

Position title: Product Manager	
Company: Argus Heating Ltd	Location: Christchurch
Reports to: General Manager	Direct Reports: Nil
Incumbent:	Date Prepared: April 2022

Organisational Context

Argus Heating Limited (AHL) is a key standalone business development and trading asset in Argus Group Limited's manufacturing and trading entities. Argus' vision is to achieve growth by leveraging the production capabilities of a world class cable manufacturing engineering centre of excellence AHL will deliver growth in market share, revenues and profitability from proprietary industrial heating products in global markets. AGL is recognised as a socially responsible, sustainability focused, locally owned business that provides job opportunities for the community. The Group maintains a stated TBL (triple bottom line) framework of objectives: **People** (Social Performance), **Profit** (Economic Performance), **Planet** (Environmental Performance), ie Social, Environmental, Financial.

Position Purpose

This role is responsible for the product planning and execution throughout the product lifecycle, including gathering and prioritizing product and customer requirements, defining the product vision and working closely with stakeholders to ensure revenue and customer goals are met. Additionally, this role will ensure that products developed support Argus Groups overall vision.

Relationships

<u>Internal</u>	<u>External</u>
<ul style="list-style-type: none">▪ Argus Group General Managers▪ Business Manager Bulk Handling▪ Product Technology and Compliance Manager▪ Production Managers▪ Technical Sales Manager▪ EST Staff▪ Marketing Coordinator	<ul style="list-style-type: none">▪ Customers▪ Suppliers

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Key Accountabilities and Expected Deliverables

<u>Key Accountabilities</u>	<u>Expected Deliverables</u>	<u>As measured by achievement against</u>
Product Strategy	<ul style="list-style-type: none"> • Provide input into the vision and strategic direction for: <ul style="list-style-type: none"> ○ Foil Heaters ○ LWIBH • Define synergies in the manufacturing process and capability through heating initiatives • Provide input to the identification and planning for major areas of investment which will enable the business to achieve product goals • Ownership of the product roadmap, including creating, updating and ensuring it visually details how products will achieve the business objectives within realistic timeframes • Manage the product portfolio 	<ul style="list-style-type: none"> • Product's vision and strategic direction developed in accordance with Argus Group goals • Product strategy in place • Cross functioning product synergies and opportunities identified to reduce cost • Products are delivered on time in accordance with the product roadmap and in line with business requirements • Roadmap in place and followed
Product Development and Releases	<ul style="list-style-type: none"> • Translate the strategy into planned work by defining what is to be built and when it will be launched • Manage the release process and cross functional dependencies including all the activities required to bring new products, features and functionality to market • Bridge the gap between different functions within the Group and aligning key teams including marketing, sales and customer support • Work closely with the engineers on the technical specifications and ensure that all relevant teams have all the information they need to deliver a complete product to market 	<ul style="list-style-type: none"> • New and improved products are released in accordance with roadmap timeframes
Engagement, Evaluation and Prioritisation	<ul style="list-style-type: none"> • Develop and curate ideas to deliver value to customers • Ideas are encouraged and shared that add value to Argus and its customers • Ownership of the Groups' idea/innovation management process and provide input/ recommendation of ideas to be promoted onto internal priority lists to propel the product strategy forward • Prioritise features by ranking them against strategic goals and initiatives 	<ul style="list-style-type: none"> • Strong working relationships are built and developed across various teams • Ability to identify ideas to be prioritised to fulfil product strategy requirements, goals and initiatives • All parties receive appropriate communication to ensure products can be delivered to market
New Market / Product Identification and Compliance	<ul style="list-style-type: none"> • Identify potential solutions for new markets • Develop tools to meet after sales support requirements • Understand compliance requirements (eg. Middle East, CE changes, UL, updates and product requirements) 	<ul style="list-style-type: none"> • New products and tools developed • Keeps up to date with industry changes
Reporting	<ul style="list-style-type: none"> • Analyse and report on product progress in relation to ROI • Keep within agreed budgets 	<ul style="list-style-type: none"> • Reports are prepared in accordance with agreed frequency
Teamwork	<ul style="list-style-type: none"> • Communicate effectively with all Argus Group staff • Identify and communicate opportunities to maximise performance • Maintain good working relationships with all stakeholders • Demonstrate positive behaviour and a professional image 	<ul style="list-style-type: none"> • Works constructively, effectively and cross functionally with all areas and teams at Argus Group

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Quality	<ul style="list-style-type: none"> • Uses the Argus Quality Systems: Incident, Change Control, Audits • Utilise SCRUM or similar (project management framework) within Argus 	<ul style="list-style-type: none"> • Demonstrates a continuous improvement approach and seeks to improve the quality of work and materials produced at every opportunity
Health and Safety and Environment	<ul style="list-style-type: none"> • Provide a safe work environment for your customers and yourself • Take appropriate action if a dangerous situation is noticed and make all reasonable efforts to make it safe • Comply with relevant standards and Argus Group Health and Safety policies 	<ul style="list-style-type: none"> • Demonstrates and adheres to relevant HSE systems as agreed by the Senior Leadership Team • Participate in appropriate training courses • Acts safely and promotes safe behaviour at all times
Security and Building Services	<ul style="list-style-type: none"> • Strictly protects confidentiality of all Group ideas and products • Ensures the computer systems is not compromised through emails received and/or sent or internet usage • Ensure the correct use and safe keeping of site keys and pin numbers • Follow the After Hours Call Out Procedure to ensure the security of the site 	<ul style="list-style-type: none"> • Follows company procedures to ensure the security of the site and computers
Personal Development	<ul style="list-style-type: none"> • Ensures their own personal development is up to date and make recommendations on any personal training needs 	<ul style="list-style-type: none"> • Demonstrates competency and recommends future self development opportunities
Other	<ul style="list-style-type: none"> • Ensure duties are carried out in a timely and accurate manner and in accordance with company policies and procedures • Undertake all reasonable duties as requested • Handle all confidential documents and maintain discretion and confidentiality 	

Person Specification

Qualifications

- Tertiary marketing qualification
- Technical qualification beneficial

Experience

- 2+ years product marketing experience
- Experience working within Agile project management methodology
- Experience in electrical products an advantage

Personal Attributes

- Excellent written and verbal communication skills
- Innovative and creative with excellent analytical and problem solving skills
- Strong marketing focus
- Proactive, self starter approach
- Strong influencing skills
- Structured and disciplined in approach to task organisation
- Continuous improvement focus
- Ability to understand technical concepts
- An affinity for the industry and technical environment
- Good planning and organisational skills
- Results focused with a 'can do' attitude
- Strong relationship building skills
- Hands on approach
- Team player
- Customer focused
- Ability to spend up to 30 days per annum overseas

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Agreement

This Position Description describes the essential responsibilities and qualifications of the position described. It is not an exhaustive statement of all the duties, responsibilities, or qualifications of the job.

I confirm that I have read this Position Description and understand the essential functions of the position, Key Responsibilities and the Expected Deliverables.

<hr/> <i>Employee Name</i>	<hr/> <i>Position Title</i>	<hr/> <i>Signature</i>	<hr/> <i>Date</i>
<hr/> <i>Manager's Name</i>	<hr/> <i>Position Title</i>	<hr/> <i>Signature</i>	<hr/> <i>Date</i>

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