

## **Product Development Analyst Job Posting:**

Are you looking for an exciting opportunity within a dynamic environment? This is a great opportunity, working directly for the President, to assist with the development of new product offerings with a thriving product packaging company. Carow Packaging, a leader in the product dispensing market, is looking for a creative team player to fill our Product Development Analyst position. This position is responsible for integrating new products into our existing product line. If you are a team-oriented, can-do person with a desire to be a productive contributor to our organization, apply now for consideration.

### **Summary:**

This position is responsible for integrating new products into Carow Packaging's product line and primarily works in collaboration with the President, Quality Manager, Design Engineer and Sales and Marketing. This includes prioritizing new distributed products offerings, sourcing suppliers, requesting samples and obtaining pricing information from the United States, Europe and Asia.

### **Essential Functions:**

- Guide product development process internally and externally.
- Manage the qualification process.
- Participate in the design process of new parts.
- Participate in visits to new and current suppliers.
- Obtains quotes for new molds from tool makers and part suppliers; presents detailed spreadsheets to the President to assist in vendor selection.
- Create purchase orders for production molds and new parts.
- Correspond with suppliers throughout all phases of development.
- Create new part numbers and add to database.
- Facilitate professional product photos for use on collateral documents and the Carow website.
- Establish, catalogue, and manage ample samples for sales.
- Create PowerPoint presentations regarding new products that outline technical and launch information.
- Monitor and update pricing increases/decreases on Carow's pricing database.
- Collaborate with Marketing to ensure correct data is added to the website and assist with marketing efforts.
- Maintain updated product library.
- Maintain awareness of current trends and emerging markets in the industry, being ready to present this information as appropriate.
- Research and secure service partners for any ancillary needs related to finished parts.

### **Education and Experience:**

- A high school diploma or GED, an associate degree or higher preferred.
- Intermediate knowledge related to MS Office Suite including strong Excel and PowerPoint experience.
- Website / Marketing / Sales Administration experience preferred.
- Experience developing and delivering presentations preferred.

If you are a team-oriented, can-do person with a desire to be a productive contributor to our company, then you have found your home! Carow Packaging rewards our team members with competitive salary, incentives, benefits, and an environment that uses collaboration for success. If you are interested, then we want to hear from you!

Please forward your resume with email cover letter to Marti Carpenter at [marcarter@hrboost.com](mailto:marcarter@hrboost.com). Make sure to include "Carow Product Coordinator Application" in the subject line.