

JOB DESCRIPTION

Job Title:	R&D Project Manager	Job Department:	R&D
Location:	SPC WI - Hybrid	Travel Required:	<10%
Reports To:	VP of Technology	Position Type:	Salary

About Us

Sheboygan Paint is a Privately Owned, General Industrial Paint Manufacturer, with national paint distribution capabilities and a diverse compliant product portfolio. Established in 1921, Sheboygan Paint Company is ranked 20th of US Paint Companies and excels at manufacturing innovative coating solutions. We are implicitly trusted and rewarded for adding premium value to each targeted customer's industrial coatings process and aim to be the most recognized family-owned industrial paint company in America.

Job Purpose

The R&D Project Manager is responsible for planning, coordinating, and executing research and development projects from concept to completion. This role ensures that all R&D initiatives are delivered on time, within scope, and aligned with organizational objectives. The Project Manager works closely with cross-functional teams—including engineering, product design, quality, and manufacturing—to drive innovation, manage resources, and mitigate risks throughout the development cycle.

Key Responsibilities

- Lead and manage multiple R&D projects simultaneously, ensuring alignment with strategic goals.
- Develop and maintain comprehensive project plans, schedules, and resource allocations.
- Coordinate cross-functional teams (scientists, engineers, designers, quality assurance, regulatory, etc.) to ensure seamless collaboration.
- Track project progress and performance, providing regular updates and reports to senior management.
- Foster a culture of innovation, continuous improvement, and knowledge sharing within the R&D team.
- Ensure compliance with relevant regulations, standards, and documentation requirements.
- Lead technology transfer and commercialization processes for successful R&D outcomes.

Core Competencies

- **Active Listening:** Listening accurately and confirming the concern or goal state is essential to solving the correct problem:
 - Be comfortable leading as an active listener
 - Ask questions to confirm you understood the concern, goal state, current state, and timeline and align on a plan
 - Demonstrate active listening, by recording accurate situation appraisal notes, with clearly annotated follow up plans.
 - Willingness to accept constructive criticism and demonstrate an ability to reflect and recalibrate an approach.
- **Good communication:** Communicating with others effectively, and in a timely manner is crucial. Ability to communicate respectfully and concisely via diverse modes:
 - Verbally - in person and virtually
 - Written - by note taking, email, report and specification writing, teams instant messaging, and PowerPoint
 - Visually - through graphs, flow charts
 - Technically - through spreadsheets, and other analytical tools
- **Collaboration and Continuous Learning:** Inspire confidence and trust by being dependable and honest, having high standards for quality and punctuality of work. Have an intrinsic and enthusiastic drive to support team goals, with a positive attitude and passion for innovation, continuous learning and application of new skills and concepts. Be open to learning new chemistries, analysis techniques and softwares, and project management disciplines.
- **Critical thinking and problem-solving:** Identifying problems, root causes, and possible solutions is a focus of this role. Before choosing a solution, objectively evaluate each option and present the most effective solution for review. Logical approach to judgement and decision making based on original thinking, direct experience, and high quality, independently verifiable evidence.
- **Time management:** This team has many different accountabilities. There are many different types of projects, many deadlines, so being able to manage and record time well to punctually meet those deadlines and summarize time by project is a key skill.
- **Analytical:** This team is highly data driven. At times we will work with very compact data sets and use math to extrapolate new, larger solutions, quickly. At other times, we will use analytics to look through large datasets and interpolate opportunities, thus, having an flexible and analytical mind is essential to our success.
- **Organizational skills:** This role is very process and results oriented. We are also called to answer complex problems quickly. Keeping track of input and output data and documenting all processes and observations and being able to retrieve this work swiftly calls for strong organizational skills.
- **Perseverance and Endurance:** Finding a new solution, optimizing a process, or aligning a group of people to a common solution, can take a lot of effort, time, repeated experimentation, and determination.

Required Qualifications

- Minimum of a B.S. Degree
- Ability to work in an industrial laboratory setting.
- Candidates must be English proficient and possess a valid driver's license.
- Candidates with permanent authorization to work in the United States are preferred.
- Must pass a background check and drug test
- Possess ability to follow standard operating procedure.
- Possess safety habits & awareness required as a condition of employment.
- Follow prescribed policies & procedures.
- Proficiency with computers and scientific equipment.
- Accurately record and communicate research results to others both orally and in writing, via diverse formats.
- Able to summarize results using Microsoft Office Core suite (Excel, Word, PowerPoint, MS Teams, etc.)

Preferred Qualifications *(considers the following attributes and skills to be highly desirable)*

- Preference towards collaborating on group projects rather than individual projects, strongly preferred
- Green Belt in Lean or Design for Six Sigma, with proficiency with DOE, process mapping, strongly preferred.
- Experience with a statistical modeling software such as JMP, Minitab, Matlab, or other statistical software.
- Working knowledge of Stage Gate Process & Practice
- Experience with Microsoft Office related data, process, and project management tools

Primary Work Location

- Sheboygan, WI