



CAREER OPPORTUNITY / VACANCY

Job Title	: Research and Development Manager
Division	: Research and Development
Department	: Research and Development
Employment Type	: Permanent
PURPOSE OF THIS POSITION	
<p>Design, develop and test new potential products for the company with the intention of: (i) commercial viability, (iii) extending/improving the brand product line, (iii) optimization and refining of existing plant processes, (iv) waste reduction and (v) cost saving. Duties and responsibilities include the analysis and determination of the constitution of new materials and by-products of either in-house or external processes, and discovering novel and beneficial uses for them in the form of potentially commercially valuable products. This entails thorough and detailed analysis of the materials by (i) intensively accessing and processing the literature and (ii) laboratory analyses, either internally or externally performed. The design and development of novel products can be based on existing systems and methodology or by pioneering and researching new ones. The addition and implementation of both beneficial methodology and analytical infrastructure is also of considerable importance. This job is interfaced with most levels of the company as it directly involves (i) the manufacturing of new products which requires the close interaction and cooperation of the Management, Sales and Marketing Departments (ii) the acquisition of new instruments and materials for experiments/testing which requires working closely with the Finance, Administration and Purchasing Departments and (iii) learning, understanding and improving the existing products and processes by working with the Production and Operations Groups. These responsibilities are carried out in the most efficient and effective manner with respect to both time and cost, and must be consistently and accurately documented.</p> <p>This position of researcher requires a highly creative, skilled, flexible, responsible and capable person. This position is highly important and essential to the advancement and improvement of the product line and processes and provides a vital niche and expertise that adds to the strengthening of the Company.</p> <ul style="list-style-type: none"> • Management <ul style="list-style-type: none"> - Implement and manage the innovation platform toward product development and product improvement in accordance with company strategy and to strict budget requirements. - Manage the process optimisation portfolio of projects toward cost reduction, quality improvement, risk mitigation, increased output, decreased downtime and waste. - Oversee laboratory operations according to developing standard. - Keep abreast of industry developments and evaluation of competitor product offering to benchmark performance. 	



- Determine and analyze waste/recyclable materials and find processes and determine the technology to convert these constituents into potential value-added products.
- Set annual departmental objectives and manage performance to plan
- Plan and coordinate workflow according to developed priority
- Create and oversee departmental budgets

- **Technical**

- Designs experimental methodology
- Implements RCA across BU's
- Identify and quantify impact of improvement opportunities
- Subject matter expert
- Manage technical capacity improvement initiatives
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- Possess the capacity and ability to work on any project or task that is required.
- Able to assess, evaluate and execute projects from multiple angles.
- Research and investigate new projects/tasks and deliver the outcome within a highly detailed and thorough capacity.

- **Quality**

- Assist in the development of management systems such as ISO 9001 and ISO 17025.

- **Administrative**

- Technical reporting to management per project and routinely
- Responsible for KPI monitoring and improvement initiatives
- Tracks expenditure according to budget

- **Health and Safety**

- Implement and maintain safety standards for research department.
- Ensure that all work conducted is done with the correct PPE.

- **Core Competencies**

Leadership, Project Management, Communication (interdepartmental), Independence and self-starter, Comfort with ambiguity, Cross-functionality (engineering, process, procurement), Create and lead teams, Coach and train peers and subordinates, Negotiation, Problem-solving, Analytical mindset, Innovative, Entrepreneurial mindset and commercial thinking.

- **Technical Competencies**

Advanced research and development practices, Product management and innovation, Paper chemistry, Coatings chemistry, Water chemistry, Applied polymer chemistry, Understanding of technical and commercial concepts, ISO 9001, 17025. Lean six sigma is advantageous.



- **Other skills**

Networking, Experimental design and scale-up, Creating and Innovating, Presenting and communicating information, Writing and reporting, root-cause analysis and solution implementation, Learning and researching, Coping with ambiguity, pressures and setbacks, Agility in task switching, Budgeting.

- **Institution specific skills**

Understanding of the operations flow (within the individual business areas and the entire business overall). Understanding of compliance requirements (ISEGA, SABS). Understanding of the quality issues and requirements on the manufacturing and converting side. Understanding drivers of commercial decisions. Strong relationships required between production manager, quality manager, procurement manager, engineering manager, converting manager(s).

EDUCATIONAL REQUIREMENTS

- A minimum of 2-3 years of post-university research and industrial experience in product development, process optimisation, laboratory management
- Minimum Qualifications: M.Sc. Chemistry or related (materials science, biochemistry, forestry, pulp and paper), Ph.D is advantageous, some business education is advantageous

OTHER REQUIREMENTS

- The researcher should have the ability to perform at an expert level within the company
- Ability to work under pressure and to meet time deadlines
- Required to work efficiently on multiple projects simultaneously
- Willingness to work overtime as and when required
- Driven and intrinsically motivated to go the extra distance to deliver on projects
- The ability to complete tasks and provide detailed analyses, reports and feedback

APPLICATION FOR THIS POSITION

- Your **CV** must please be submitted **to Sharon Winter** via e-mail: swinter@upap.co.za
- Open for all candidates who meet the minimum criteria