

CWD is a place for people that love to learn and grow. Our culture is challenging and collaborative. We give a deep sense of purpose to create amazing solutions that are truly different and empower our customers. Our goal is always to build strong, diverse teams of innovative people and give them the tools to succeed.

We are looking for a **Product Development Coordinator** to join our Research and Development team to make a true difference and ensure the development process of potential company products by detailing specifications, observations & outcomes while effectively communicating with potential and existing suppliers for our iconic brands **Fluance, Electrohome, Nyrius & Magnasonic**.

About Us

CWD designs, markets & sells highest performance consumer electronics that are smart, simple and stylish. From high fidelity turntables to wireless video connectivity systems, we create innovative products that empower people. Our success is measured in our customer satisfaction ratings and cult-like following. We have been in business since 1961 and our creations can be found in millions of homes. Together in teams, as a company, as a community, we are committed to Creating What's Different.

Product Development Coordinator

- Location: Niagara Falls, ON
- Working Hours: Monday – Friday, 8:15 am-5:00 pm on site
- Benefits: Full comprehensive (dental, medical and eye) 80/20 split-Family coverage
- Other perks: Annual professional development fund, RRSP, fitness incentives, relocation expense, 50% off on CWD brands, team events & many more

Essential Duties & Responsibilities

Product Development (50%)

- Assisting R&D team members with new product development projects
- Lead new product development projects
- Generate new product ideas with team members
- Develop needs assessments and coordinate with vendors based on market analysis
- Research product ideas and technology to ensure CWD products are current and cutting edge
- Coordinate Request for Proposals (RFPs) to send to potential project vendors
- Assist with developing product strategy documents such as product business plans, function maps, pricing, and competitive product analysis
- Test, evaluate and provide feedback on new product development samples
- Coordinate prototype design and performance changes
- Develop reports related to new product development projects and market/competitor analysis

Vendor Relations (25%)

- Build and develop relationships and networks at an international level
- Request prototypes/samples from vendor
- Create reports outlining different vendors, product specifications and pricing
- Review and manage project agreements
- Manage vendor onboarding and maintenance

Quality Assurance (10%)

- Ensure products development projects meet quality and performance expectations
- Coordinate quality assurance issues or product improvements with other R&D team members

Other (15%)

- Organize business trip travel, meetings and agendas
- Perform other duties based on priorities and requirements of the department as assigned by the Research & Development Manager
- Attend product development meetings and tradeshows within North America and Asia, when required

The successful candidate requires:

Educational Experience

- University degree in Business Administration, Engineering, or a related field with good academic standing
- 2 years experience in a Marketing, Product Development, or Research and Development role
- Qualified candidates should have 3+ years experience with project management (leading projects from start to finish)
- Prior experience with vendor management is required
- Worked for a medium sized company (50+ employees)
- Intermediate Microsoft Office skills required
- Product development experience with consumer electronics products an asset

Apply to this posting at www.cwdlimited.com/newcareers.