



JOB DESCRIPTION

Job Title: Chairman, CEO

Facility: Brooklyn Park

Department: Chairman

SUMMARY

Responsible for the company's vision and strategies, including day-to-day operating activities, revenue and sales growth; expense, cost and margin control; and monthly, quarterly and annual financial goal management; while providing feedback to the ownership group.

ESSENTIAL DUTIES AND RESPONSIBILITIES include but are not limited to the following. Other duties may be assigned as needed.

- Develop and execute company Vision & strategies.
- Directs company operations to meet budget and other financial goals.
- Directs short-term and long-range planning and budget development to support strategic business goals. Leads initiatives with the senior leadership.
- Establish the performance goals, allocate resources and assess policies for senior management
- Demonstrate successful execution of business strategies for company products and services
- Plans and directs investigations and negotiations pertaining to mergers, joint ventures and acquisition of businesses, or the sale of major assets.
- Prescribes the specific limitations of the authority of subordinates regarding policies, contractual commitments, expenditures, and personnel actions.
- Resolves any conflicts arising between operating groups, staff units and other elements under immediate supervision.
- Understand your role in the companies' Quality Management System regarding ISO.
- Oversees, negotiates or otherwise arranges for any outside financing assistance that may be needed by the CFO.
- Prescribes the specific limitations of the authority of subordinates regarding policies, contractual commitments, expenditures, and personnel actions. Reviews and approves the appointment, employment, transfer or termination of all senior executives. Resolves any conflicts arising between operating groups, staff units and other elements under immediate supervision.

QUALIFICATIONS

- 4-year degree in business.
- 10 years of sales and marketing experience in a manufacturing environment.
- A solid understanding of financial concepts in managing a business.
- Previous management responsibility in a manufacturing environment; 5 years at an executive level.
- Outstanding interpersonal and leadership skills.
- Basic computer and electronic media skills required.