



## PR/095507 | Program Manager

### Job Information

**Recruiter**[JAC Recruitment Singapore](#)**Job ID**

1546474

**Industry**

Other (Manufacturing)

**Job Type**

Permanent Full-time

**Location**

Singapore

**Salary**

Negotiable, based on experience

**Refreshed**

July 1st, 2025 17:42

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Business Level

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

#### Company and Job Overview

A semiconductor company is looking for a R&D/Manufacturing Program Manager.

#### Responsibilities

Manage R&D and manufacturing projects, ensuring alignment with organizational goals.

Oversee project coordination across different teams and locations to ensure seamless execution.

Utilize the company's product development process (PDP) to create transition plans, define timelines, establish milestones, and coordinate with stakeholders.

Handle all PDP-specific tasks for product owners and cross-functional teams, including tactical build activities and driving key deliverables to ensure timely design reviews and phase exits.

Plan, execute, and monitor the readiness for managed, controlled, and validation builds throughout the project lifecycle.

Ensure material availability, complete documentation, resource allocation, and infrastructure readiness for product transfer to manufacturing.

Lead the overall manufacturing readiness assessment for new products.

Address technical issues encountered during product development, facilitating prompt resolution.

Review technical specifications, collaborate with engineering teams, and verify adherence to technical and quality standards.

Proactively identify potential bottlenecks and risks, working collaboratively with teams to implement mitigation strategies and effective workarounds.

Analyze processes and workflows to improve efficiency and productivity.

Present project status, issues, plans, and roadmaps to executive leadership.

Actively manage resource allocation to optimize utilization and project success.

#### Qualifications & Experience:

Exceptional organizational and time management skills, with the ability to prioritize tasks effectively and meet project deadlines.

Strong leadership capabilities, adept at managing cross-functional teams and engaging stakeholders.

Excellent written and verbal communication skills, capable of presenting complex information clearly and concisely.

Robust analytical and problem-solving skills, with the ability to identify issues and develop effective solutions during transition and project phases.

Proficiency in project management tools and software.

In-depth knowledge of manufacturing processes and quality control standards.

Adaptability to evolving priorities and the ability to perform efficiently in fast-paced, dynamic environments.

Meticulous attention to detail with a focus on delivering high-quality results.

Proactive mindset, skilled at anticipating risks and formulating mitigation strategies.

Industry experience in the semiconductor sector, with familiarity of semiconductor equipment and processes.

Project Management Professional (PMP) certification or equivalent is preferred.

Catherine Qu  
JAC Recruitment Pte Ltd  
EA Personnel: R22104823  
EA Personnel Name: QU QIUSHI

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#### Company Description