



L&L Sr. Project Management

About L&L

The creators of Luminara, LightLi, and Matchless flameless candle brands and category leader of LED lighting technologies. L&L provides vertically integrated, turnkey solutions marked by industry experience, quality, and innovation. Its programs are supported through a fully integrated business enterprise focusing on product development, manufacturing, and global distribution services.

Job Summary

Mission as A Senior Project Manager

Initiate a positive interaction with Product development and Sales team to carry out project tasks and strive for progress. Furthermore, to calibrate: communicate, support, document, and manage project activities across Product Development and Operations in efforts to ensure on-time delivery for product. Where to reduce risk of failure, maximizing end result, and minimizes costs. Requires self-motivation and the ability to thrive in a challenging team environment that always strives to improve.

Essential Job Duties and Responsibilities

- Demonstrated success contributing to the creative team to the new product and **launch** of products.
- eCom experienced to collaborate with **ecom** team to ensure product assortment and in-stock levels support sales plans.
- System integration with ERP and market platform is preferred
- With cost/margin mindset
- Have international/domestic fulfillment / Dropshipping experience or supplied chain related experience.
- Responsible of initiating, planning, executing, controlling, and closing the project to achieve specific goals at the specified timeline.
- Defined and coordinate project scope with division or corporate level from the product development, creating a sampling process for production delivery.
- Set and be conscious of project timeline to monitor and maintain progress.



- Evaluates, Documents and Communicates tasks between departments per project requirements. Managing the process through to manufacturing and fulfillment.
- Manage and monitor sample and production order, work closely with Asia supply team members
- Ensure that all specifications and requirements for new and existing products are updated and documented.
- Work with various teams in the organization to ensure appropriate product and customer requirements are met. Ability to communicate in technical and non-technical ways with others.
- Participate in development and operational meetings, providing updates to team members on a project progress and evaluate risks involve that impact project end result and alter project timeline.
- Effectively communicate issues as they arise, and take ownership of working towards resolution.
- Working with the Product Development and Operations departments, documenting existing products and processes to verify and support product manufacturing strategies.
- Support Operation department and Sales team to evaluate overall project margin.
- Responsible to receive, document, and communicates customer guidelines between departments and Asia supply team.

Requirements

- Bachelor's degree in Engineering, Communications, Business or related discipline
- Minimum of 4-6 years proven project management experience
- Experience with Microsoft 365 applications and Sharepoint
- Proven ability to give effective, detailed direction and communication
- Be a team player to construct goals and yet work independently to offer solutions overcoming objectives.

Preferred Qualifications

- Experience with outsourcing & development with contract manufacturers



- Previous work or education in product management with Asia
- Bilingual skills of Fluency in Chinese and English.

Physical Requirements

- Frequently operates the computer and other office productivity equipment
- Maintaining a stationary position for extended periods of time may be required
- This position may be required to travel up to 25%

Disclaimer: This job description is only a summary of the typical functions of the job, not an exhaustive or comprehensive list of all possible job responsibilities, tasks, and duties. Responsibilities, tasks, and duties of the jobholder might differ from those outlined in the job description and other duties, as assigned, might be required.