



# First Solar Job Description

**Job Title:** Program Manager, Change Management Systems

**Reports To:** Director, Quality & Reliability Assurance

**Job Status:** Exempt

## Basic Job Functions:

This role leads and drives the development, implementation and continuous improvement for change management systems and other quality/engineering operating systems utilized by engineering teams including Development Engineering, Manufacturing Engineering, Supplier Quality Development, Global Supply Chain, Reliability Engineering, and Systems Engineering. The position directly guides and supports program owners, review board leaders and the technical community through the change management project life cycle.

## Education and Experience:

- BS degree in Engineering/Technical Discipline required
- BS degree in Electrical, Mechanical or Chemical Engineering preferred
- 5+ years' experience in a technical discipline including volume manufacturing and process/product improvement
- 3+ years of technical leadership or management experience
- Process knowledge and experience in fabrication of semiconductor or photovoltaic related devices preferred
- Proven experience leading team meetings and driving consensus decisions

## Required Skills/Competencies:

- Strong written and verbal communication skills; interpersonal, facilitation, presentation, quantitative, analytical, organizational follow-up skills
- Strong technical background with ability to quickly understand new concepts and ideas
- Demonstrates a passion for process and product improvement, and relies on tangible data to drive decisions and proposals
- Strong facilitation and influencing skills with track record for leading change. Ability to effectively communicate and influence at all levels of the organization including Executive Staff
- Proven knowledge of manufacturing processes and equipment
- Strong background in Robust Engineering methods and Continuous Improvement
- Statistical background with knowledge of SPC
- Proficient with the use of Failure Mode and Effects Analysis (FMEA)
- Skilled structured problem solver
- Familiarity with principles and practice of Theory of Constraints (TOC)
- Intermediate to advanced computer skills including MS Office applications

## Essential Responsibilities:

- Continually drive engineering change management improvements to reduce risk exposure and further enable expedient implementation of robust solutions with minimized bureaucracy.
- Systemically expand the scope of the change management process and application as directed
- Continually improve the experimental test application as required to improve user intuitiveness, systemic speed,

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and reduced risk exposure

- Lead Module/Systems Business Change Management Board and Executive Review Board meetings completing all gate review documentation
- Provide oversight and guidance to change management review boards and users insuring proper governance and usage of the process.
- Work with MIS BAS team including Developers to insuring robust system solutions
- Apply TOC principles to identify system constraints and eliminate them, further increasing change throughput.

- Maintain effective partnerships with HR to ensure that compensation solutions maintain internal equity while meeting business needs
- Assist with Executive Compensation initiatives as needed
- Assist Benefits team with projects as needed
- Other duties as assigned

#### **Reporting Relationships:**

- No direct reports.

#### **Travel:**

- No regular travel is required outside the First Solar work site.

#### **US Physical Requirements:**

Office Physical Requirements:

- All positions in our office require interaction with people and technology while either standing or sitting. In order to best service our customers, internal and external, all associates must be able to communicate face-to-face and on the phone with or without reasonable accommodation. First Solar is committed to compliance with its obligations under all applicable state and federal laws prohibiting employment discrimination. In keeping with this commitment, it attempts to reasonably accommodate applicants and employees in accordance with the requirements of the disability discrimination laws. It also invites individuals with disabilities to participate in a good faith, interactive process to identify reasonable accommodations that can be made without imposing an undue hardship.

*Potential candidates will meet the education and experience requirements provided on the above job description and excel in completing the listed responsibilities for this role. All candidates receiving an offer of employment must successfully complete a background check and any other tests that may be required.*

*Equal Opportunity Employer Statement: First Solar is an Equal Opportunity Employer that values and respects the importance of a diverse and inclusive workforce. It is the policy of the company to recruit, hire, train and promote persons in all job titles without regard to race, color, religion, sex, age, national origin, veteran status, disability, sexual orientation, or gender identity. We recognize that diversity and inclusion is a driving force in the success of our company.*