

**Job Description
Duties and Responsibilities**

Job Title: Product Owner
Department: Research & Development
Prepared By: Team Manager, Research & Development
Reports To: Team Manager, Research & Development
Date: May 2021

A. Job Description Objective

LabVantage Solutions is an industry leading provider of laboratory software products. Our products enable scientist and analysts across the global to develop novel solutions, work effectively, and meet regulatory compliance. Some examples of environments that use our products include pharmaceutical/biotechnology companies developing therapies, drugs, and vaccines; environmental laboratory testing water quality; and food and beverage companies developing new products and verifying products meet required standards.

This position is key role in the definition and development of the LabVantage Solutions software products. The individual that fills this role will be responsible for defining functional requirements based on customer and market needs, helping to prioritize requirements, and closely working with Software Engineers, Test Engineers, and Technical Writers on the implementation of requirements. Strong candidates for this role will have a solid understanding of laboratory needs and processes, a background in software requirements, and extensive experience with laboratory software which includes Laboratory Information Management Systems (LIMS), Electronic Laboratory Notebooks (ELN), Laboratory Execution Systems (LES), and Scientific Data Management Systems (SDMS). It is essentially that the individual filling this role has excellent communication and collaboration skills. A background in working as part of a global team is beneficial.

B. Primary Job Objectives

The table below gives the primary duties/ responsibilities for this position. It shows the expected allotted time over an extended period for the areas supported by the position as well as the Description of those areas.

Rank of Importance	% Allocation	Description
1	30%	Engaging with customers to understand their needs. This can include managing customer focus groups. Translating customer and market needs into requirements. Creating, prioritizing, and refining the product backlog.
2	60%	Working with Software Engineers, Test Engineers, and Technical Writers on the design and implementation of requirements.
3	5%	Educating internal stakeholders on new product features and capabilities.
4	5%	Working across functions to address needs and escalations.

Responsibilities include the following: *This is not an exhaustive task list and other duties may be assigned as deemed appropriate or warranted by immediate manager.*

- Working with customers and market information to identify requirements.
- Writing functional requirements.
- Creating, prioritizing, and refining the product backlog.
- Working with Software Engineers, Test Engineers, and Technical Writers on the design and implementation of requirements.
- Engaging as a Product Owner for one or more Scrum Teams.
- Educating internal stakeholders on new product features and capabilities through Sprint Demonstrations and internal webinars.
- Engaging with R&D, Professional Services, Support, and Quality to address customer needs and escalations.
- Contributing input and feedback into the product roadmaps.

C. Job Qualifications Necessary

❖ Technical Requirements:

- ✓ A solid understanding of laboratory needs and processes.
- ✓ A background in software requirements.
- ✓ Minimum of a B.Sc in technology or science or equivalent experience.
- ✓ 5+ years of experience with laboratory software which includes Laboratory Information Management Systems (LIMS), Electronic Laboratory Notebooks (ELN), Laboratory Execution Systems (LES), and Scientific Data Management Systems (SDMS)
- ✓ Experience working on the development of one or more software products appreciated.
- ✓ Experience in delivering SaaS solutions appreciated.
- ✓ Experience in User Experience development appreciated.
- ✓ Experience with LabVantage appreciated.
- ✓ Experience as a Product Owner appreciated.
- ✓ Experience in an Agile (Scrum) environment appreciated.

❖ Non-Technical requirements:

- ✓ Demonstrated strong logical reasoning ability.
- ✓ Demonstrated success and strong experience with problem-solving abilities.
- ✓ Quality awareness.
- ✓ Excellent interpersonal skills.
- ✓ Excellent collaboration skills.
- ✓ Excellent communication skill. Includes verbal and writing skill.
- ✓ Excellent in cross cultural behavior.
- ✓ Should be ready for overseas travelling.
- ✓ Experience with the complete SDLC appreciated.
- ✓ Experience in customer interaction/handling will be an added advantage.
- ✓ Experience working in a GxP environment appreciated.