



a subsidiary company of **LITEON**[®]

Commercial & Industrial and National Accounts Groups Leotek USA Regional Marketing/Product Development Managers

About Leotek

At Leotek, customer service is our first priority. We value integrity above all else, as the key to our enduring customer relationships. We strive to provide innovative products that generate exceptional value for our customers.

Established as a pioneer in Light-Emitting Diode (LED) technology since 1992, Leotek Electronics is focused on remaining a globally recognized leader of the LED industry. Our goal is to design and manufacture products representing a combination of cutting edge SSL technology complimented by environmentally friendly Green Technology.

Leotek follows a systematic recruitment screening process. We offer competitive wages and benefits, a comprehensive internal career-training program, a progressive commission plan, and an entrepreneurial work environment. We are an equal opportunity employer.

Position Responsibilities

- Develop and execute Marketing, Business, and Product Development Action Plans, with targeted milestones and cost and sales revenue projections.
- Assist in Engineering, Research and Development process by:
 - providing extensive knowledge of required product compliance with various conformance standards.
 - forecasting emerging industry technology trends.
 - guiding internal product development, from conception to fabrication to shipment.
- Develop new business in conjunction with maintaining existing business.
- Frequent travel is required to provide regional Leotek presence in support of Sales Representatives and Customers. This support may include providing product educational or capability presentations, and demonstrating knowledge of product compliance with various conformance standards.
- Identify and implement opportunities to enhance Company/Group performance and efficiency.
- Effectively interface and provide assistance to other Leotek teams: Engineering, Customer Service, Shipping/Receiving, Accounting/Administration.
- Provide document control management for quotations, public bids, internal documentation, educational material, marketing tools.
- Attend trade shows, as required.
- Assist with trade show coordination including: scheduling group travel reservations, assisting with preparation/shipment of booth(s), demonstration products, and marketing materials, and exhibit set-up/tear-down.
- Additional responsibilities, as required.

Preferred Experience and Abilities

- BS Degree in Marketing
- Three years of applicable employment within the Commercial and Industrial lighting industry.
- The ideal candidate for the National Accounts position/s would have a background in signage or facility branding.
- Excellent written and verbal communication skills
- Proficient in Microsoft Office applications: Outlook, Word, PowerPoint, Excel.
- No travel restrictions. (US travel will be required. International travel may be required.)
- Must have exceptional organizational and multi-tasking skills.
- Must possess excellent time-management abilities.
- Must work well in a team environment.
- Must be able to productively function from a home office, with minimal supervision.



Resume Submittal

For employment consideration, please submit a resume that includes the following information:

1. Name, address, phone number, and e-mail contact information at the top of the document.
2. Desired position.
3. Geographical location preference for living/working.
4. Working knowledge (reading and/or writing) of languages other than English.
5. A minimum record of four previous employers, or eight-year consecutive employment history, with brief job descriptions noted.
6. All formal education, with dates listed.
7. All continuing education, or specialized skill set training.

Please submit resume via e-mail only to Leotek USA at:

E-mail: tammy@leotek.com