PROJECT MANAGER 1-BASE BUSINESS

Summary

Maintains, executes, and continues to evolve the Wine Style Attainment Programs designed to result in new or improved product guidance. Manages the new product development for Base Brands business strategy, style target development and assessment for multiple areas. Oversees the wine style programs to support domestic and international markets and includes the investigation of liquid product elements.

Essential Functions

This job description reflects management’s assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned.

• Owns and manages the wine style attainment program for every product within wine portfolio to include guiding development, running reports and ensuring dashboards are up to date and executed against the plan.
• Develops recommendations to change systems, policies and procedures as required; ensures timely and accurate implementation of changes.
• Recognized as an expert and influences senior management on high level projects and programs.
• Provides training to winemakers on scorecard for wine style attainment and adherence to ensure quality and consistency of the wine style program and assists with training winemakers as needed.
• Updates and maintains competitive database to ensure that the Central Innovation team has the most up to date information at all times.
• Drives efficiencies in scorecards and batch processing development to optimize project work.
• Integrates acquired or line extensions of base brands by writing styling guides for all new products and prioritizing accordingly based on the PPF model.
• Partners with Brand Marketing teams, Wine & Beverage development or Winemaking teams for line extensions on base business to map and ensure adherence to wine style. Applies foundational research knowledge and executes consistently to ensures that product quality targets are achieved throughout the process.
• Manages dashboard content and ensure that SR Management is getting insights that help drive business decisions.
• Develops and executes 1-year plans for the Base Business needs for Product Development, Quality Assurance, Technology, Winemaking, for multiple areas (to include Business Units, winegrowing regions or product categories).
• Directs and coordinates activities of project personnel to ensure project progresses on schedule and within prescribed budget.
• Assesses the base business product portfolio for diversification and performance, recommends opportunities for growth and improvement and guides the development of the individual style targets for multiple winemaking organizations, and business unit or product categories.
• Recommends, implements, and institutionalizes existing methods from the Consumer Packaged Goods industry into the Gallo business.
• Participates in department and interdepartmental planning and management teams and works cross-functionally to improve processes within organization.
• Monitors and ensures achievement of goals, objectives, and timelines.
• Acts as liaison with other departments, divisions and organizations.
• Responsible for understanding and complying with applicable quality, environmental and safety regulatory considerations. If accountable for the work of others, responsible for ensuring their understanding and compliance.

**Supervisory Responsibilities**

• N/A

**Qualifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Minimum Qualifications**

• PhD plus 4 years of food technology, sensory, product research and development, viticulture, enology, chemistry, statistics, or marketing research experience reflecting increasing levels of responsibility; OR Master of Science degree plus 6 years of food technology, sensory, product research and development, viticulture, enology, chemistry, statistics, or marketing research experience reflecting increasing levels of responsibility; OR Bachelor of Science degree plus 8 years of food technology, sensory, product research and development, viticulture, enology, chemistry, statistics, or marketing research experience reflecting increasing levels of responsibility.
• 3 years of sensory and/or product research and development experience.
• Skilled in juggling multiple tasks while still delivering high quality results.
• Experience with influencing both peers and superiors and leading team members to a common solution based on data.
• Strong organizational and project management skills with ability to manage and prioritize a high volume of projects.
• Skilled in the use of MS Excel, MS Word and MS PowerPoint at an intermediate level.
• Skilled in effectively presenting information to top management, public groups, and boards of directors.
• Required to lift and move boxes of product weighing up to 40 lbs.
• Ability to see, smell, and taste wine as part of job duties.
• Required to be 21 years of age or older.

Preferred Qualifications
• Master of Science degree in Food Technology, Food Science/Nutrition Science, Sensory Science, Viticulture, Enology, Chemistry, Statistics or Applied Mathematics plus 8 years of sensory or product research and development experience reflecting increasing levels of responsibility.
• Skilled in reading, analyzing, and interpreting common scientific and technical journals, financial reports, and legal documents.
• Skilled in responding to common inquiries or complaints from customers, regulatory agencies, or members of the business community.
• Skilled in writing speeches and articles for publication that conform to prescribed style and format.
• Strong analytical and complex problem-solving skills; takes a new perspective using existing solutions.
• Experience using Statistical Analysis Software (SAS, SPSS).
• Skilled in applying advanced mathematical concepts such as exponents, logarithms, quadratic equations, and permutations.
• Skilled in applying mathematical operations to such tasks as frequency distribution, determination of test reliability and validity, analysis of variance, correlation techniques, sampling theory, and factor analysis.
• Experience with defining problems, collecting data, establishing facts, and drawing valid conclusions. Experience with interpreting an extensive variety of technical instructions in mathematical or diagram form and dealing with several abstract and concrete variables.
• Demonstrated leadership and influencing skills in a multi-functional business environment;
• Skilled in thinking strategically and translating into logical business applications.
• Comprehensive knowledge in area of specialization (sensory, consumer research and product development) to completion of significant assignments.
• Experience working with all levels and functions within the company.
• Excellent Team building, leadership and communication skills.

Physical Demands
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk or hear, and
taste or smell. The employee frequently is required to use hands to finger, handle, or feel. The employee is occasionally required to stand and walk.

**Work Environment**
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.