

Product Manager - Software

Why Join IntelliChief?

What makes IntelliChief a GREAT fit for YOU? Are you looking for the “start-up” feel in a well-established and rapidly growing company? Do you want to join a market leader known for outstanding support, implementation and product? Do you want to be part of a company whose business strategy is to delight its clients – and who accomplishes that by hiring only the best, highly motivated and enthusiastic individuals to join our Team?

IntelliChief is an industry-leading provider of Electronic Content Management (ECM) software solutions for automating workflows for accounts payable, sales orders and other mission critical business processes.

We dedicate ourselves to being socially conscious, good corporate citizens, and attribute the company’s success and growth to the technical expertise, loyalty and dedication of our employees. We seek an experienced and enthusiastic team members for our **Mansfield, MA.** office to help us reach a greater level of growth. We offer a diverse and open working environment, fostering a creative and dynamic company culture where highly motivated and intelligent team members can excel.

About the Role

IntelliChief is looking for an entry-level Software Product Manager to join our small Product Management team.

What You’ll Do

- You will work with IntelliChief product management, development and marketing teams to perform research, analysis and discovery of new features/functions/requirements and complementary offerings for integration into IntelliChief products.
- You will document design criteria that drive enhancement and development of IntelliChief products.
- In addition, you will perform competitive analysis, assess software ergonomics, assist in developing user experience criteria, create use-case examples with test data, define/refine best practices with detailed specifications.
- You will educate IntelliChief staff and customers on product enhancements.

About You



- A self-starter with strong working knowledge of business processes, particularly in Accounts Payable (P2P) and Sales Order Process Automation (O2C)
- 1 to 2 years of technical experience with and working knowledge of software applications for enterprise level customers, preferably in product management
- Ideal candidates will possess hands-on technical knowledge of back-office/ERP software. Experience/knowledge of Enterprise Content Management (ECM) and Business Process Management (BPM) preferred.
- Must possess strong oral and written communication skills with superior analytical/problem solving skills
- Qualified candidates must have a demonstrated commitment to high professional standards with integrity, credibility and a strong commitment to excellence
- A Bachelor's degree in a technical discipline is required with certifications in product management and /or advanced degree preferred

About Compensation and Benefits

Salary for the position is \$65K - \$85K per year dependent on the relevancy and level of your experience. This position offers an outstanding opportunity to learn while you perform and career advancement in a rapidly growing enterprise. We also offer an open, flexible working environment, very generous benefits package that includes health, dental, vision, short and long-term disability, paid time off, paid-volunteer day to participate in the charity/organization of your choice, social events, and matching 401(k).

Next Steps

To apply: please send your cover letter and resume to recruit@intellichief.com



13095 N. Telecom Parkway, Tampa, FL 33637
120 Forbes Blvd., Mansfield, MA 02048
ph: 508-594-2800; fx: 508-339-8343