



Job Posting

Location: Menomonee Falls, WI
Dept.: Engineering
Job Title: Product Compliance Analyst I
Shift: 1st

SUMMARY

Under the direction of the Product Compliance & Government/Regulatory Affairs Manager, provide guidance regarding applicable industry codes, standards, and regulations. Ensure that Bradley products comply with current domestic and international industry standards, regulations, and codes. Support the Product Compliance Group’s work with SDO’s to develop and revise standards to ensure fair and unbiased design and performance requirements. Research, analyze, and interpret all domestic and international codes, standards, and regulations applicable to our industries (plumbing, mechanical, and emergency fixtures) and Bradley product lines. Perform all functions required to obtain and maintain accurate product listings.

DUTIES AND RESPONSIBILITIES include the following: Other duties may be assigned.

- Remain current with evolving domestic and international codes, standards, and regulatory requirements. Assist other departmental staff in the development and review of new and proposed codes, standards, and regulations to ensure development is in Bradley’s interest.*
- Identify, interpret, and apply industry codes, standards, and regulations to product designs. Define and specify codes, regulations, and standards for new and existing Bradley products. Participate on cross functional teams to ensure product and regulatory compliance. Communicate with internal stakeholders to disseminate knowledge of codes, standards, and regulations.*
- Participate in New Product Development and Product Management teams. Complete the certification approval process for initial certification of products to appropriate listing agencies and testing laboratories.*
- Organize, interpret, and document compliance related records for Bradley products. Maintain certification and regulatory compliance documentation and ensure company-wide accessibility to these records.*
- Maintain compliance and regulatory submissions for domestic and international regulations.*
- Participate in and monitor listing agency audits and initiate corrective action, as required.
- Work with Engineering, Research and Development, and Quality to develop and implement appropriate Conformity of Production (COP) and other compliance related testing; participate and monitor the effectiveness.
- Evaluate material, process, and geometric data in scientific journals, supplier catalogs, industry documentation, and other sources to maintain current industry and product knowledge.



*Essential Duties and Responsibilities

EDUCATION AND/OR EXPERIENCE

- Bachelor's degree in Science, Engineering, Business, Public Policy, or related field.
- 0-3 years' experience interpreting and working with domestic and international codes, standards, and regulations, especially those related to plumbing, mechanical, and emergency fixtures; or equivalent combination of education and experience.
- Demonstrated knowledge and ability to assess the application of codes, standards, and regulations to new product designs and to obtain and maintain agency certifications.
- Knowledge of and experience with standards and codes required. Experience with regulations a plus.
- Travel is required and typically ranges from 10% to 20% throughout the year.

COMPETENCIES

Communication - Exceptional communication skills. Must be able to explain technical, scientific information to non-technical personnel.

Problem Solving - Ability to define problems, collect data, establish facts, and draw conclusions.

Quality - Must be detail oriented.

Organizing - Strong organizational skills, ability to multi-task, and work successfully in a fast-paced environment.

Planning - Prioritizes and plans work activities; Uses time efficiently; Sets goals and objectives; Develops realistic action plans.

Dependability - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Completes tasks on time or notifies appropriate person with an alternate plan.

Customer Service - Ability to build effective internal and external relationships, identify Customer expectations, see issues from their point of view, and offer recommendations and appropriate follow through.

Technical Skills - Remain current in developments and trends; demonstrates knowledge of current business practices and future trends.

Adaptability - Receptive to change. Provides a positive influence when change is necessary.

Initiative - Self-directed and action oriented. Likes to be challenged. Knows how to get things done through peers and/or subordinates, and the use of process/systems. Exhibits political savvy.

IF INTERESTED, PLEASE APPLY ON BRADLEYCORP.COM/CAREERS

Pre-employment drug screen and physical required.

Equal Opportunity Employer of Minorities, Females, Protected Veterans, and Individuals with Disabilities.