

## Associate Product Manager



Phone :  
Web :

### Job Summary

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Vacancy :

Deadline : Aug 30, 2024

Published : Jul 30, 2024

Employment Status : Remote

Experience : Any

Salary :

Gender : Any

Career Level : Any

Qualification :

## Job Description

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Join Aislelabs as our Associate Product Manager, responsible for understanding market needs and collecting feedback from customers to ensure our products continue to meet their evolving requirements. In this role, you will be reporting to the Head of Products and collaborating with cross-functional teams to assist research, development and enhancement of our products. You have a strong growth opportunity, writing your future job description(s) as you grow from one role to the next. If you are a self-motivated individual with a strong interest in product management and a desire to make a meaningful impact in the software industry, we would love to hear from you.

This is a remote location, but we still aim to make digital collaboration easy. We have a preference for those in the Eastern Canada time zone, but it's ok if you're +/- 1 time zone away.

### **Job Description:**

#### **Key Responsibilities:**

- Assist in primary and secondary data efforts, including customer interviews, TAM analysis and web extraction
- Gather product requirements by coordinating with stakeholders
- Assist overall knowledge-sharing and product education to the customer success and sales teams
- Assist in handling support tickets related to product issues, working with the support team to ensure timely resolution
- Work with the QA team to ensure alignment of test cases with product/feature design
- Participate in daily stand-ups and sprint planning meetings to align with the development team on current tasks and priorities
- Track the progress of tasks and features through project management tools (e.g., JIRA, Trello)
- Monitor and report on usage metrics for existing and new features, analyze data where required
- Create detailed feature tickets in JIRA
- Create and maintain detailed product knowledgebase, including user stories, feature specifications, support & training documentation and release notes
- Maintain the hardware and software compatibility databases
- Over time become the Product expert

#### **Basic Qualifications:**

- Bachelor's degree in business, Computer Science, or a related field
- 1-2 years of relevant experience in product management or information technology.
- Experience in conducting market research and summarizing findings for Head of Product
- Proficient in creating and maintaining comprehensive product documentation

#### **Preferred Skills:**

- Strong analytical and problem-solving skills
- Excellent communication and interpersonal skills
- Ability to thrive in a fast-paced, collaborative environment
- Proficient in MS Office (Excel, Powerpoint)
- Familiar with JIRA, Trello
- Comfortable working with large data sets and data analysis
- Strong track record of cross-functional collaboration in a dynamic environment
- Familiarity with agile development methodologies is advantageous

**Worker Type:**Regular

**Number of Openings Available:** 1

## Education & Experience

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**Must Have**

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**Educational Requirements**

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**Compensation & Other Benefits**

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