



# ZENTECH

Contract Manufacturing & Engineering Design Services

## Manufacturing Engineer

**Reports To:** Production Manager

**Status:** Exempt

### SUMMARY

Plan and prepare for new product development and current product improvement. Maintain product and company reputation by complying with government regulations.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following (other duties may be assigned):

#### ***Production floor responsibilities:***

- Utilize 6 Sigma and Lean Manufacturing techniques for existing products as well as new product introduction.
- Institute product improvements resulting in a positive impact on safety, production cycle time, product costs and product quality.
- Facilitate the development of corrective action plans to resolve internal and supplier quality or delivery issues.

#### ***New Product introduction and documentation responsibilities:***

- Define packaging methods for new product introductions.
- Participate in the qualification and development of suppliers for components and sub-assemblies.
- Reads and interprets Engineering/Customer drawings, finished prints, specifications, and schematics for proper application to production processes.
- Provide process and documentation related to AS9100 requirement.
- Plans and prepares manufacturing instructions, routers, processes, and time standards which includes sequence of fabrication, assembly, installation, and other manufacturing operations with ERP framework
- Conduct production feasibility reviews and generate assembly instructions and tooling requirements.
- Confers with suppliers to determine product specifications, arranges for equipment, materials, and parts purchase.

#### ***Process improvement activities:***

- Actively participates in CAR (corrective action) teams in order to ensure a proper resolution to production issues that resulted in non-conforming product.



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## **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/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## **EDUCATION and/or EXPERIENCE**

- Bachelor Degree from a four-year college or technical school in an engineering discipline and/or one to three years related experience.

## **LANGUAGE SKILLS**

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals
- Ability to write routine reports and correspondence
- Ability to speak effectively before groups of customers or employees of organization.

## **MATHEMATICAL SKILLS**

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals
- Ability to compute rate, ratio, and percent and to draw and interpret bar graphs
- Able to use and apply learning curves.

## **REASONING ABILITY**

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form
- Ability to deal with problems involving several concrete variables in standardized situations.

## **OTHER SKILLS AND ABILITIES**

- Ability to work with others in a team environment
- Ability to follow work rules and procedures
- Detailed knowledge of component package styles and their relationship to manufacturing processes
- Thorough understanding of PCB's and component level manufacturing
- Effectively communicates with job contacts in a positive manner, maintaining appropriate confidentiality
- Computer skills - data input & retrieval, word processing, spreadsheets (Excel), flow charting, etc.
- Ability to easily learn new software applications (equipment programming and operation software, MRP system).



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***This position may require exposure to information, which is subject to US export control regulations, i.e. the International Traffic in Arms Regulations (ITAR) or the Export Administration Regulations (EAR). All applicants must be U.S. persons within the meaning of U.S. regulations.***