

**Title:** Manufacturing Engineer/Technologist

**Reports to:** Process Engineer

**Position Summary:** Full-time position, providing hands on technical support to operations to ensure the quality, efficiency, and continuous improvement of our current manufacturing processes; assisting with launch of new or revised products/materials; working collaboratively with a cross-functional team to develop and implement innovative solutions.

**Major Responsibilities of this position include, but are not limited to the following:**

- Optimize current state of manufacturing processes to enhance overall production performance.
- Facilitate the implementation of improvements in support of high-quality, cost-effective products.
- Prepare and maintain detailed production procedures, work instructions, and visual aids.
- Work with cross functional teams on matters concerning product quality, tooling, inspection, scheduling, corrective actions, and continuous improvements.
- Investigate and disposition non-conformances, liaison between production, quality, and engineering for resolution of technical matters.
- Work closely with the quality assurance team to develop and implement quality control procedures.
- Identify tools and equipment to increase efficiency and capacity, working with process engineering to specify, order, implement, performance test, and train.
- Analyze current processes, workflow, and performance trends to determine areas for improvement, drive standardization, and create performance indicators.
- Conduct time and motion studies, as well as capacity analysis to identify bottlenecks.
- Implement and facilitate LEAN manufacturing initiatives.
- Perform other related duties and projects as assigned.

**Skills & Qualifications:**

- Graduate of an accredited Engineering or Technology program in Industrial, Manufacturing, Materials, Mechanical, or equivalent. Valid professional registration with EGM or CTTAM.
- Minimum 3 years of related work experience in a manufacturing environment.
- Motivated self-starter with high level of initiative, results driven, and sound judgement.
- Strong quantitative, analytical, and root cause analysis problem-solving skills.
- Excellent interpersonal and communications skills with proven ability to foster healthy working relationships across multiple departments.
- Knowledge of basic electrical, electronic and controls concepts with an aptitude for hands on work.
- Ability to apply and teach Lean or Six Sigma principles.
- Proficiency in Microsoft Office Suite and experience with ERP systems.
- Experience with Solid Works and/or AutoCAD or similar 3D CAD software.
- Strong time management skills and ability to manage multiple priorities in a fast-paced environment.
- Production Planning experience is considered an asset.

**Work Conditions:**

- On-site day shift with overtime as required.
- Maintain standing and/or sitting positions for extended periods of time.
- Use of PPE, including safety glasses and steel toe boots.

This job description was discussed with me, and I received a copy.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_