

**Position Summary:** Develops, implements and supports improved manufacturing processes and methods together with Director of Engineering, Director of Operations, Manufacturing Manager and other Manufacturing engineers. Promotes Lean Manufacturing principles to maximize the performance and efficiency of the team. Works with Product Managers, Engineering, and Quality Assurance on new product development projects, cost reduction efforts, capital improvement projects, etc.

**Essential Functions:**

- Develops manufacturing processes by designing and conducting research programs; applying knowledge of product design, fabrication, assembly, tooling, and materials; conferring with equipment vendors; soliciting observations from operators.
- Works closely with Production Manager & other MEs and applies Lean principals to improve manufacturing efficiency by analyzing and planning workflow, material flow, space requirements, and equipment layout.
- Assures product and process quality by designing testing methods; testing finished- product and process capabilities; establishing standards; confirming manufacturing processes.
- Prepares product and process reports by collecting, analyzing, and summarizing information and trends.
- Keeps equipment operational by performing or coordinating testing, maintenance and repair services; following manufacturer's instructions and established procedures.
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.
- Provides administrative support to Product Managers, Engineering, Quality, and Manufacturing Departments.
- Designs new parts, packaging, jigs, and fixtures using SolidWorks.
- Creates and maintains CAD drawings, databases, assembly documentation, and BOM's working closely with engineering staff.
- Creates work instructions, process flow and procedures for in house manufacturing utilizing proper techniques.
- Understands product labeling and packaging requirements
- Trains production staff as needed to improve quality and efficiency.
- Troubleshoots and resolves new product introduction issues.
- Creates and participates in ECO process to create or modify products, literature, etc.
- Understand and uses WISE ERP system – adding/maintaining items, configurator, creating BOMs, Kits, etc.
- Designs/maintains test stands and test equipment to ensure products meet quality standards.
- Ensures manufacturing tools and equipment are calibrated and maintained properly.
- Provides input and specifications to IT for business system improvements.
- Positively adapts to various assignments.
- Maintains a customer focus consistent with company mission.

**Qualifications:**

- \* Bachelor's Degree in Manufacturing Engineering, Industrial Engineering or Mechanical Engineering
- \*+ Strong organizational skills
- \*+ Excellent oral and written communication skills. Specifically, technical writing skills.
- \*+ Proficiency in Microsoft Office Products
- \*+ Computer literacy including SolidWorks
- \*+ Data analysis and problem-solving skills
- \*+ Strong interpersonal skills, ability to be a collaborate in a team setting, can effectively interact with various internal & external constituencies while providing insight into manufacturability, production costing, and process issues.
- \* Expertise in Lean Manufacturing
- \* Proficient in electro-mechanical equipment manufacturing and test methods
- Relevant experience in manufacturing environment preferred
- Working knowledge of industrial controls preferred.
- Creative, professional, cooperative, high energy personality
- Learns from setbacks
- Can follow-through, take initiative, and accept responsibility

**Delegation of Authority:**

- The Iwaki America Inc. Delegation of Authority Matrix is incorporated herein by reference

\*Denotes essential qualification

+Denotes core competency