

Job Description **Manufacturing Engineer I**

Type of Job – Full Time – Salaried
Location – Swanzey, New Hampshire

Job Summary

This position reports to the Vice President of Operations and is responsible for supporting Operations with equipment and processes; including building prototypes. In addition, this position is responsible for support of the production process. Working with all Departments, this position is responsible for implementing continuous improvement processes through Lean Six Sigma and other approaches. Time will be spent on the floor improving processes, leading projects, training other personnel and evaluating equipment designs. This position interfaces with cross-functional groups to develop and implement optimal, cost effective manufacturing processes and methods and will coordinate the introduction of new and revised products to Assembly.

Core Responsibilities/Duties

- Evaluates and defines the manufacturing process for precision assemblies.
- Applies knowledge of product design, fabrication, assembly tooling, and materials; conferring with vendors and soliciting information from assembly technicians.
- Ability to utilize theories, concepts and techniques of the manufacturing engineering discipline.
- Improves manufacturing efficiency by applying LEAN Six Sigma methodologies, by analyzing and planning staffing, workflow, space requirements and equipment layout.
- Studies product requirements, researching designing, modifying manufacturing methods and equipment.
- Contributes to continuous improvement initiatives, including cost reduction projects, new products, etc.
- Implements process for manufacturing documentation that includes work flows, instruction, standard work best practices, etc.
- Lead cost reduction activities on current products.
- Create troubleshooting guides for Assembly, Service and external customers.
- Work with Engineering to ensure smooth transitions of new products into production.
- Utilize manufacturing techniques to drive root cause and create corrective actions.
- Perform engineering changes (EC) according to standard procedures with attention to detail of the design, how the EC will affect disposition of past, present and future effected products and EC documentation.
- Actively participate in product design reviews and work diligently with the engineering team to develop cost effective solutions.
- Prepare and present detailed technical reports to management.
- Help to achieve the completion of all projects within budget and on schedule.
- Travel up to 10%.
- Provides manufacturing decision making information to management by calculating production, labor and material costs; reviewing production schedules, estimating future requirements, including NPI.
- Serves as a collaborative partner to recommend changes in manufacturing processes and in resolving difficult technical problems.
- Implements new and improved techniques.
- Develops project plans and sets milestones.

- Keeps production and test equipment operational by coordinating maintenance and repair services; following manufacturer's instructions and established procedures.
- Supports floor personnel in assembly for manufacture, troubleshooting documentation and design issues to resolution.
- Provides technical assistance.
- Performs costing and/or estimates for product changes or new products.
- Directs activities and provides guidance and oversight to junior assembly technicians.
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications, establishing personal networks and participating in professional societies.
- Assists with training assemblers.
- Works closely with Engineering to ensure that procedures cover requirements and functions of products.
- Performs other related duties as assigned in accordance with overall job responsibilities.

Education and Experience

- 5 year's proven work experience in manufacturing engineering.
- Bachelor's degree in mechanical engineering / electrical engineering / engineering technology field.
- Manufacturing quality, methods and procedures.
- Experience with set-up reduction, scheduling, work floor balancing, inventory management, and measuring project success.
- Efficient and effective use of engineering tools such as CAD, Enterprise Product Data Management (EPDM) and associated workflows, and release processes.
- Knowledge of process related standards.
- Lean Six Sigma.
- Knowledge of ISO quality systems is a plus.
- Strong presentation skills.
- Proficient with CAD, SolidWorks, CAM and Microsoft Office.

Competencies/Abilities

- Excellent interpersonal skills (written and verbal communication, ability to articulate ideas and concepts, capable of positive influence and ability to work independently or as part of a team).
- Utilize strong verbal and written skills to communicate effectively with technical and non-technical partners at various levels.
- Ability to take initiative in planning, implementing and sustaining process improvements.
- Self-motivated individual, that is can serve as a technical leader and motivate / development a team.
- Analytical thinker.
- Demonstrated ability to challenge the assumptions and status quo and create organizational change.
- Excellent leadership, time management and organizational skills, with strong attention to detail.
- Maintain professionalism with all visitors and guests.

To apply for this position, please send your resume to: careers@nanotechsys.com.