



## JOB DESCRIPTION

Position Title	<b>Manufacturing Engineering Manager</b>	Department(s)	<b>Engineering</b>
Direct Report(s)	<b>9+ Direct technical staff</b>	Revision/Approval/Date	<b>6/16/10</b>
Pay Schedule		Pay Type	<b>Exempt</b>

### JOB SUMMARY

The Manufacturing Engineering Manager is responsible for maintaining the efficiency and effectiveness of all production related manufacturing equipment & processes required to manufacture a high quality product in a repeatable and cost effective manner. As such the Manufacturing Engineering Manager must have background and experience in both SMT and Through-hole manufacturing processes, automated placement systems, solder reflow, and mechanical assembly processes as well as a high level of understanding in electronic product introduction and development.

The Manufacturing Engineering Manager will drive improvements in all related manufacturing processes, including those related to products, equipment, human interface and product quality. He/she is responsible for all associated metrics management, financial management, staffing, leadership, strategic development and execution, process development, product support and new process development/qualification.

The Manufacturing Engineering Manager position requires involvement with the production and materials functions, as well as customer service and support processes. Through partnerships with the production personnel, the Manufacturing Engineering Manager will ensure the required technical support for all critical process and product issue resolution as well as technical direction to the engineer is available for all product builds and process operations.

The Manufacturing Engineering Manager must be a leader, strategic thinker and problem solver. He/she must combine a detailed technical knowledge with business functions, and operations management. He/she should be well organized, disciplined and self motivated, with the capability to balance multiple priorities related to operations and organization. He/she must be able to communicate with internal company personnel, as well as customers, with equal effectiveness and professionalism.



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### RESPONSIBILITIES

- Responsible for implementing and maintaining World Class, Lean , TPM (total productive maintenance), quality processes, and other advanced manufacturing methodologies and systems.
- Increasing productivity through the support and leadership of people, processes and technology.
- Ensures production equipment is capable and has capacity for growth; involves integrating equipment, people, material flow systems, and information systems.
- Develop and maintain in process quality control systems and standards to ensure product quality.
- Drive continuous improvement in labor costs through waste reduction, production efficiency, and operations improvement.
- Develop strategies, implement and monitor processes and operating systems for the manufacture of printed circuit boards and sub-assemblies.
- Metrics driven and a solid decision maker.
- Evaluates and directs work space and shop floor utilization requirements.
- Work with vendors to determine appropriate material specifications.
- Responsible for maintaining and improving all factory processes and related metrics. Production efficiency, cycle times, capacity, capabilities and others as needed.
- Provides leadership to technical personnel to ensure ongoing product & process improvements to meet quality, CPI (continuous process improvement) and production goals.
- Provides direction to technical support as required for critical process and product issues.
- Ability to design processes, evaluate results and drive solutions to improve the processes.
- Works closely with production and support teams as required.
- Develop and support new manufacturing processes.
- Leads both NPI (new product introduction) engineering and related functions to provide input and technical customer support in product design for x (DFX).
- Analyze system requirements, capacity, cost, and customer needs to determine feasibility of a project and development plan.
- Determine capital equipment needs & development of the budget process for equipment, training, software, and equipment installation projects.
- Prepare procedures, reports, and plans.
- Defect reduction initiatives.
- May be asked to perform other duties at a lower level or higher level of proficiency or not related to this classification on occasion.

### EDUCATION / EXPERIENCE REQUIREMENTS

- Bachelors Degree in Engineering from an accredited college or university or equivalent experience.
- At least 7 years experience in the electronics manufacturing field required.
- Experience at leading technical personnel, staffing, reviews and goal setting.



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### SKILLS AND ABILITIES EXPECTATIONS

- Demonstrate time management & leadership skills.
- Ability to multi-task, set priorities and meet strict deadlines.
- Using logic and reasoning to offer solutions to problems.
- Proficiency with computer software programs (Microsoft products, AutoCAD), Aegis Preferred.
- Thorough understanding of the quality management system.
- Experience with World Class Manufacturing processes and methods, Lean, Kaizen, Kanban, 5C, 5S, TPM and other advanced manufacturing methodologies, tools and concepts.
- Strong organizational and communication skills.
- Mentor others in new processes and procedures.

### EXPECTATIONS

- Set the example by actively leading the department to company goals.
- Clarify expectations and seek additional training as needed.
- Build quality into work. Ensure processes are consistent with quality objectives. Be aware of current quality levels versus target levels.
- Develop and achieve departmental/company goals and controls. Drive improvements in areas of cost reduction, processes, quality and productivity.
- Work is performed within established professional standards and practices.

### PHYSICAL REQUIREMENTS:

- **Temperature:** 65 – 75 degree
- **Humidity:** Normal
- **Other Hazards:** None
- **Percentage of time spent outside:** 0%
- **Protective Clothing Required:** ESD Smock
- **Physical Activity:**

Sit – 50%	Stand - 15%	Walk – 20%		
Squat - 1%	Bend - 2%	Twist - 2%	Lift – 5%	
Kneel - 1%	Drive - 2%	Climb - 1%	Crawl – 0%	
- **Reach above shoulder - 1%**      **Other - \_%**
- **Maximum consecutive time during the normal workday for each activity:**

Sit – 230 min	Stand - 30min	Walk – 30 min		
Squat - 10min	Bend - 20min	Twist - 20min		
Kneel - 10min	Drive - 180min	Lift – 30 min	Crawl – 0min	

