

Job Description

Job Title: Jr. Manufacturing Engineer	Reports To: Manufacturing Engineer
Department: Operations	Location: Livermore, CA
Exemption Status: Exempt (Salaried)	Level/Salary Range: TBD

Our Mission

We are an employee-owned company, providing effective automation solutions. We are dedicated to quality and long-term value. Our first priority is to meet and exceed the requirements of our customers.

Powermatic Associates is consistent in delivering products and solutions that simply work. Our reputation has allowed us to grow along with the successes our customers experience.

As a leading Original Equipment Manufacturer (OEM) distributor, it is important to have inventory available, so our customers can anticipate the timely delivery of their tools and/or systems. Some of our standard product inventory includes circuit breakers, contactors, programmable logic controllers (PLCs), and sensors of several technologies. We also inventory raw stock items for our value-added assemblies, in order to reduce lead times.

Behavior Standards

In the performance of the respective tasks and duties, all employees are expected to abide by the following:

- Perform quality work within deadlines with or without direct supervision.
- Interact professionally with other employees, customers and suppliers.
- Work effectively as a team contributor on all assignments.
- Be honest, ethical, and hardworking with a strong desire to succeed.
- Work independently while understanding the necessity for communicating work efforts with other employees and organizations.

Job Purpose

The Manufacturing Engineers operate at the intersection of the engineering, sales, customer service and manufacturing departments, they must possess strong communication abilities, excellent mathematical skills, detailed oriented, and the capacity to facilitate teamwork across departments. Manufacturing Engineers are a uniquely talented in both production and engineering analytical tasks.

Principal Duties & Responsibilities (Essential Functions)*

- Defining scope of products and providing design manufacturing solutions.
- Collaborating with the Manufacturing Engineer for production issues and improvements.
- Drafting, confirming, and releasing drawing corrections to production.
- Submitting incorrect part and obsolescence report to the supplier problem sheet.
- Providing technical support for the customers.
- Assisting the sales department for the part crossover and technical datasheet information.
- Bill of materials composition based on the drawing and requirements.
- Ensuring production has the proper tooling identified.
- Determining the manufacturability of prototype and new product development.
- Develop technical understanding of product lines.
- Creating drawing and schematics for new assemblies.
- Preparing cost estimates for the sales department or the customer.
- Coordinating with suppliers for part compatibility and technical documentation.

**To comply with regulations set forth by the Americans with Disabilities Act (ADA), the principal duties in this job description must be essential to the job. To identify essential functions, focus on the purpose and the result of the duties rather than the manner in which they are performed. The following definition applies: a job function is essential if removal of that function would fundamentally change the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Qualifications & Skills

- Bachelor's degree is required, preferably in technical discipline.
- Competency with IPC-A-620C standard or ability to attain expert competency as a preferred skill.
- Contract Manufacturing Experience required; 1-3 years.
- Experience in the Electrical/Mechanical industry is preferred.
- Knowledge of electronics, sensors, and automation parts.
- Familiarity with Microsoft Office Suite; Excel / Word.
- Knowledge of various CAD packages. AutoCAD and/or Solidworks Preferred.
- Must have good written and verbal communication skills.
- Good organizational and IT skills.

Working Conditions

Powermatic Associates is a rapidly growing organization and as such our team must be very agile and be comfortable working in an evolving environment. The working conditions for this position is primarily sedentary in an office environment; experiences frequent interruptions; required to meet deadlines; requires visual concentration on detail, dexterity and precision. Typical work hours are M-F, 8am-5pm.

Travel Requirements

This position may require daily travel to a customer site, up to 15%.

Physical Requirements

- Most work is performed in a temperature-controlled office environment.
- While performing the duties of this job, the employee may be required to walk 10% of the time, stand 10% of the time and sit 80% of the time.
- The employee will occasionally lift and or carry up to 25 lbs.
- Employee may use computer, phone, copier/scanner and other office equipment in the course of a day.
- While performing the duties of this job, the employee is occasionally required to use hand to finger, handle or feel objects, touch and use tools, reach with hands and arms, climb stairs, bend, stoop, twist, lift, reach, push, pull, grasp, balance, kneel, crouch, crawl, grasp, talk, hear, and walk during the course of employment.
- Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception and an ability to adjust focus.

Direct Reports

This position will have one direct report.