



## Job Description: Manufacturing Engineer

Alternative Titles: Production Engineer, Manufacturing Field Engineer

Revised: April 2009

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Job Code: Manufacturing

Employee Type: Exempt

Reports To: Manufacturing & Facilities Manager, Manufacturing & Facilities Coordinator

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**Purpose:** Plans, directs, and coordinates manufacturing processes.

**Work Schedule:** Monday thru Thursday 7:30 a.m. to 5:30 p.m. and Friday 8 a.m. to 12 p.m.

### Essential Skills *(must possess the ability to)*

May include but not limited to:

- Participate in pre-job planning and job setup for manufacturing support activities.
- Develop, evaluate, and improve manufacturing methods, utilizing knowledge of product design, materials and parts, fabrication processes, tooling and production equipment capabilities, assembly methods, and quality control standards.
- Analyze and plan work force utilization, space requirements, and workflow, and designs layout of equipment and workspace for maximum efficiency.
- Consult with planning and design staff concerning product design and tooling to ensure efficient production methods.
- Confer with vendors to determine product specifications and arrange for purchase of equipment, materials, or parts, and evaluates products according to specifications and quality standards.
- Estimates production times, staffing requirements, and related costs to provide information for management decisions.
- Consult with management, engineering, and other staff regarding manufacturing capabilities, production schedules, and other considerations to facilitate production processes.
- Apply statistical methods to estimate future manufacturing requirements and potential Plant expansions.
- Read and interpret drawings, codes and specifications.
- Change Order investigation, documentation and preparation.
- Verify and update process scheduling and installation tracking activities.
- Monitor status of materials needed for construction activities.
- Monitor status of drawings and specifications needed for manufacturing activities.
- Prepare work packages for field construction activities.
- Administer and co-ordinate subcontractor activities.
- Work within precise limits and standards of accuracy.
- Follow oral and written directions.
- Work within company policy as outlined in the Lauren Engineers & Constructors Administrative Handbook and in compliment with the LEC Human Resources Policy Manual, LEC Safety Manual and OSHA Safety rules.
- Perform other duties as assigned by the supervisor as needed.

### Essential Qualifications

- Must have a good working knowledge of manufacturing materials and methods.
- Must have a solid technical education and good analytical training.
- Bachelor's Degree in Engineering, Engineering Technology, or related technical field is preferred.

**Physical Requirements**

- Stand or walk for long periods of time
- Use arms and hands to reach for, handle or manipulate objects
- Lift and carry materials weighing up to 50 pounds; occasionally lift items weighing more than 50 pounds with assistance
- Stoop, kneel, crouch and crawl
- See well (naturally or with correction)
- Eye-hand coordination
- Good physical fitness
- Good sense of balance

**Tool Requirements**

- None

**Environment:** Most work time is spent in an office or on the manufacturing facility grounds. These manufacturing facilities can be dusty, dirty, noisy and occasionally hazardous. Work is often performed under pressure and stress, especially when facing completion deadlines.

**Employee/Candidate Review Acknowledgement**

I acknowledge that I have read the Job Description and I understand what would be expected of me. The Company reserves the right to change or reassign job duties or to combine positions at any time. I also understand that, if hired, I am an at-will employee, and this Job Description does not constitute a contract of employment.

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Candidate/Employee Signature

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Date