

Job Opportunity Notice

Job Title:	Manufacturing Engineer - Mechanical	Posting Date:	4/12/2019
Work Location:	Norwood, MA		
Department:	Manufacturing Engineering		
Reports to:	Manager, Manufacturing Engineering	FLSA Status:	Exempt

Summary:

Intermediate level technical position. Works in a project team environment as an individual contributor on sustaining engineering and production support tasks. May be given new product development and/or product enhancement assignments. Completes moderately complex assignments by working independently under technical supervision of the project leader and/or Manufacturing Engineering Manager. Assignments are of a non-routine and non-repetitive nature. Results of work are used to provide on-going support for and enhance the capabilities of current products and to provide technical support to Production, Sales and Service.

Essential Functions:

1. Provides timely, hands-on engineering support as needed for Production, Quality, and Purchasing on issues affecting products currently in production.
2. Creates, develops and documents manufacturing processes as needed to ensure that products currently in production are being assembled and tested using the most effective manufacturing methods available. This may include: written work instructions, fixtures, tooling, and equipment.
3. Prepares Engineering Change Orders (ECO) and related engineering documentation (i.e. drawings, work instructions, Bills of Material, specifications, etc.) for Documentation Control. Reviews preliminary documentation packages for technical completeness and accuracy and provides technical guidance to Documentation Control personnel during documentation preparation and release.
4. Visit suppliers as needed to understand the supplier’s capability, capacity, and challenges. When considering design changes, consult with the suppliers affected to confirm that the planned changes are understood and are manufacturable.
5. Participate in the Material Review Board (MRB) for mechanical components.
6. Completes detailed mechanical designs, calculations and analyses on products currently in production. Assignments may include product enhancements, improvements and fixes; cost reductions; component or supplier substitutions and failure analyses.
7. Assists in the fabrication and assembly of models and prototypes incorporating changes to current products. Assists in the development and implementation of new diagnostic and troubleshooting procedures to support the introduction of new products into production and to identify root causes for problems encountered on instruments being assembled in Production.
8. Assists in the monitoring of new product pilot runs through Production, then summarizes results for inclusion in the Design History Record
9. Provides technical support to Sales, Service and Marketing personnel to assist in resolving customer site issues and/or diagnosing instruments requiring service.
10. Provides technical guidance and direction to technicians assigned to troubleshoot production instruments.
11. May serve as a team member of various project teams.

Other Duties and Responsibilities:

1. Participates in Design and Drawing Reviews, focusing on Design for Manufacture and Assembly and Product Testing requirements.
2. Coordinates regularly with team members from other organizations. Monitors progress of tasks on established project schedules and reports status to the Project Manager and/or the Manufacturing Engineering Manager.
3. Interfaces regularly with external suppliers and customers to facilitate completion of design, cost reduction, yield improvement, component substitution and troubleshooting activities.

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Specific Skills:

1. Demonstrate good written communication skills.
2. Ability to accurately record, analyze and summarize test data and observations.
3. Ability to assemble and test instrumentation using common tools and equipment.
4. Basic operation of machine tools and other fabrication equipment not required, but is desirable.

Experience Requirements:

1. Minimum of 3 years' experience conducting sustaining engineering and production support activities on new or existing products.

Education Requirements:

1. Bachelor's Degree in an appropriate Engineering or Science discipline (i.e. Mechanical, Physics, etc.) or equivalent experience.
2. Specific coursework and/or training in relevant technical areas desirable such as:
Mechanical – Stress analysis, strength of materials, machine design, thermodynamics, fluid mechanics, Design For Manufacture and Assembly, failure analysis, etc.

Physical Requirements and Working Conditions:

1. Typical office environment.
2. Must be able to use basic office equipment: computer, printer, copier, telephone, etc.
3. Must be able to remain stationary for long periods of time.
4. Must be capable of communicating with stakeholders through various means.

Application Process:

Interested candidates should send their resume to:

Advanced Instruments, LLC
2 Technology Way
Norwood, MA 02062
jobs@acompanies.com

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time