

NU-WAY INDUSTRIES, INC – JOB DESCRIPTION

POSITION TITLE: INDUSTRIAL ENGINEER – Level 1
REPORTS TO: Industrial Engineering Manager

POSITION SUMMARY:

Creates and follows plans to optimize manufacturing and/or system processes to ensure production of quality products, efficiently, safely, and in the most cost effective means possible.

ESSENTIAL JOB FUNCTIONS:

- Recommend methods for improving worker efficiency and reducing waste of materials/utilities through restructuring job duties, reorganizing work flow, relocating work stations and equipment, and/or purchase of tools or equipment.
- Oversee the implementation of any new or revised products by training workforce and troubleshooting initial prototype/production units.
- Evaluates operational data to determine most efficient use of equipment.
- Identify equipment and process flow bottlenecks by conducting studies pertaining to cost control, cost reduction, inventory control, and production record systems. On the basis of these studies, develops and implements plans and programs for facility modifications and revisions to operating methods.
- Responds to customer/client requests or events as they occur. Work with vendors regarding new equipment and its costs.
- Analyze and report on previously established work measurements to ensure line processes and products meet all production, quality and cost requirements.
- Prepares detailed work instructions for manufacturing and/or system processes through use of photos and drawings.
- Update facility layout(s), provide alternative layouts of equipment, materials, and workspace to illustrate maximum efficiency to senior management.
- Participates and increases in lean knowledge through implementation and coaching of lean principles throughout the organization.
- Communicates with co-workers and supervisor to receive instructions, coordinate activities, eliminate problems and facilitate work flow.
- Follows all safety procedures and wears safety equipment or apparel as required.
- Performs all job functions to meet acceptable quality and performance standards.
- Uses basic office equipment including but not limited to: copier, facsimile, computer, printers, radio and telephone/paging system.

The employee may be required to follow other job-related instructions and duties as requested, subject to all applicable state and federal laws.

JOB QUALIFICATION REQUIREMENTS:

TRAINING AND EXPERIENCE: Bachelors' degree in Manufacturing, Process or Industrial Engineering required. Working knowledge of drafting principles and CAD required (Solid Works is desirable). Understanding of Lean principles (5s, Kaizen, VSM, etc.) is needed. Ability to manage multiple priorities and dynamic timelines, a must. Sound project management skills plus strong communication skills, both written and verbal needed. Good PC skills are necessary (MS Office preferred), some programming knowledge (such as VB or JAVA is desirable). Bilingual in Spanish is a plus.

PHYSICAL DEMANDS: Employee is required to move or lift up to 50 pounds occasionally.

VISUAL ACUITY: Accommodation as required for reading documents, blueprints and computer screens.

HEARING ABILITY: Accommodation as required to communicate with others.

WORKING CONDITIONS: Typical office environment with exposure to metal fabrication and powder coat paint facilities.

EEOC DESIGNATION: Professionals

BENEFITS PROFILE: FTE, Benefit Profile I

**THIS POSITION DESCRIPTION WAS APPROVED DECEMBER 15, 2000
BY STEVEN SOUTHWELL, PRESIDENT**

Approved as revised on April 2, 2010