



**JOB TITLE:**

Production Engineer

**DEPARTMENT:**

Engineering

**REPORTING TO:**

Engineering Manager

**MAIN PURPOSE OF JOB:**

A qualified Production Engineer to support all business requirements at Front End to Process Manufacturing.

To take responsibility for ensuring that all NPI related production processes are implemented in line with customer requirements and standards whilst meeting the objectives of the business.

Engineering projects through all stages from the initial brief, through design and development stage, to the Testing of Prototype and final manufacture.

**MAIN RESPONSIBILITIES & KEY TASKS:**

- Engineering reviews in accordance with customer requirements ensuring deviations to original Customers' requirements are approved, documented and made available to production in an efficient time and format
- Performing or overseeing first article inspections (FAI) on production builds
- Performing Front-End Engineering of documentation packs for ECSCS
- Answering queries from PCB manufacturer in a timely manner, so as to maintain delivery schedule
- Performing data backup of non-networked computerized equipment
- Introducing complex assemblies to Romanian team using appropriate medium (Skype / Photographs / Site Visits)
- Designing and maintaining product data folders, in a format supporting cost, quality and time objectives, and ensuring their availability in a timely manner following NPI
- Updating Product data folders as knowledge is gained during first builds, enhancing shop-floor productivity, team efficiency and equipment performance
- Reporting on production issues and quality yields
- Assisting in root-cause analysis of product returns and advising on corrective actions
- Controlling Engineering drawings, Drawing review, PCB Forms, Gerber files and addressing highlighted issues
- Assist with all Technical component queries and advise solutions
- Design and advise on PCB Penalization requirements
- Involvement in Cable and electro mechanical build
- Discussing proposals with customers.
- Project planning and preparing budgets
- Attending and supporting customer interface meetings
- Writing Technical reports and specifications
- Keeping abreast of industry developments in technologies and regulations
- Assisting in training and development activity
- Promoting continual improvement, customer focus and Lean techniques
- Responding to Engineering Queries from suppliers and performing or overseeing incoming goods inspections and reporting results to the Buyers, QA and ECSCS as appropriate
- Enhancing the company's knowledge base of existing and emerging technologies and practices through continual personal development
- Providing assistance to the QA and Manufacturing teams as required

<b>Quality and Environmental:</b>	
Compliance with the requirements of the documented business management systems through adherence to Quality and Environmental processes, procedures and policies.	
Participation in audits as required (internal, Customer and certification).	
<b>Health and Safety:</b>	
Compliance with the latest revisions of the Company's Health and Safety Handbook, Policy, Health and Safety at Work Act and any other relevant publication.	
<b>Training, Learning and Development:</b>	
<b>AUTHORITY:</b>	
<b>REPORTING/SUPERVISORY STRUCTURE:</b>	
<ul style="list-style-type: none"> <li>• Reports directly to Engineering Manager</li> </ul>	
<b>QUALIFICATIONS:</b>	
<b>KNOWLEDGE AND SKILLS:</b>	
<b>EXPERIENCE:</b>	
<b>SPECIAL FEATURES:</b> any "out of norm" features of the job"	
<b>JOB HOLDER:</b> Signature & Date:	<b>MANAGER:</b> Signature & Date:

*This job profile sets out the main dimensions of the role it describes. It does not identify all individual tasks, which may be expected to change from time to time to meet operational needs.*