

Project Engineer

A market-leading manufacturer is seeking a highly motivated Project Engineer to assist with the quest to provide the highest quality solutions. This position will report directly to the Engineering Manager. This is an amazing opportunity to join a family-oriented company, with ever-growing opportunities for success.

Responsibilities:

- Work closely with sales, procurement, production, drafting, and fellow engineers to design and direct projects, while ensuring on-time and budget conscious solutions.
- Create and deliver clear technical specifications to design team.
- Communicate with customers to confirm that their needs are met with design and documentation.
- Ensure all required specifications and applicable industry standards have been met, while following all quality processes.
- Create bills of materials and order job-specific parts for projects.
- Support HAZOP and FMEA deliverables.
- Review and approve technical documentation.
- Prioritize tasks throughout multiple job responsibilities.
- Manage project specification changes through engineering change orders and contract modification requests with commercial team.
- Ensure as-built documentation compiled per project.
- Use engineering knowledge to assist with product factory testing and troubleshooting.
- Other duties as assigned.

Education and Experience:

- BS in Mechanical Engineering, Industrial Engineering or similar required
- 2 years related project management experience
- Must have experience working in a team environment
- Ability to multi-task and prioritize, within high-paced environment
- Advanced skills in Microsoft Office Suite; Word, Excel, PowerPoint
- Clear understanding of project flows and manufacturing processes
- Experience creating bills of materials required
- Technical documentation creation and review required
- Preferred experience working under ISO9001
- Inventory management software experience preferred
- Proven self-starter with a strong initiative to drive projects to completion

Benefits and Compensation:

- Salary commensurate with experience
- Company subsidized Medical, Dental, and Vision benefits effective the first of the month following 30 days of employment, 401K with 3% Safe Harbor Contribution, Commission, 13 paid vacations days, 5 paid sick days and 12 paid holidays
- Growth opportunities are available