



## Job Description Form

Division/Department:	Manufacturing
Location:	Boalsburg, PA
Job Title:	Production Engineer
Reports to:	Manufacturing Manager

Level/Grade	Type of position: <input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Contractor <input type="checkbox"/> Intern	Hours_____ / week <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt
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### General Description

#### NEW PRODUCT INTRODUCTION

- Design and document manufacturing processes & systems for all products.
- Provide input to Engineering to ensure optimum design for manufacture and design for test.
- Investigate and communicate new technologies relevant to process and product development.
- Prepare capital expenditure and justifications for new manufacturing plant, equipment & software.
- Commissioning new capital equipment & tooling.
- Represent Manufacturing at meetings as required.
- Co-ordinate manufacturing trial runs (MTR) through production.

#### MANUFACTURING PROCESS SUPPORT

- Provide manufacturing process support to production personnel.
- Maintain work instructions, routings and Standard Operating Procedures (SOP). This includes BOMs, drawings and any other documentation that may be required.
- Design and source tooling & jigs to facilitate the smooth operation of the department.
- Initiate and implement changes in manufacturing processes & product design to increase productivity, quality and safety.
- Originate, approve and implement any actions and documentation as a result of an approved Change Request.
- Provide detailed support systems for the maintenance of all manufacturing equipment.
- Assess drawings and parts list for accuracy and manufacturability.
- Design & support systems for cross-departmental processes.

#### RESEARCH, TRAINING AND DEVELOPMENT

- Keep current with world's best practice assembly techniques and train staff accordingly.
- Research latest developments in manufacturing equipment and assess applicability to Codan.
- Training personnel on updated manufacturing processes.
- Develop workmanship standards for manufacturing.

### Work Experience Requirements

- 5 years relevant experience
- 5 years minimum experience in RF/Microwave engineering or manufacturing.
- Demonstrated knowledge of RF/Microwave test equipment and processes.

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### **GENERAL REQUIREMENTS**

- Ensure tasks undertaken are consistent with safe working practices and adhere to the requirements of the Locus Microwave/Codan OHS&W System.
- Contribute to a collaborative team and work environment to achieve high performance, ongoing learning and improvement.
- Ensure business processes and tasks undertaken are consistent with the company's systems and procedures.
- Must be a US citizen or lawful permanent resident as defined by ITAR regulations.

### **Education Requirements**

- BS Degree in Manufacturing, Mechanical or Electronic Engineering or equivalent experience

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### ***LIMITATIONS AND DISCLAIMER***

The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.

All job requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with Federal and State Laws.

Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the employee must possess the abilities or aptitudes to perform each duty proficiently. Continued employment remains on an "at-will" basis.