

The Goal of Metalumen Manufacturing is to become the leading manufacturer of architectural lighting products in North America. We will deal honestly and fairly with our customers and fellow employees. We will endeavor to provide the highest levels of quality throughout design and manufacturing. Outstanding customer service and reliability are essential in all actions of the employees of this organization.

Position Title: Engineering Manager, Standard Products

Department: Engineering

Supervisor: Chief Operations Officer

Skill Requirements:

Education: Completion of College or University

Experience: 5+ years

Languages: Speak English, Read English, Write English

Specific Skills:

- Experience with sheet metal design, extrusion, and casting
- Knowledge of the manufacturing process
- Experience with MRP/ERP
- Problem solving and decision making
- Job task planning and organizing
- Lighting/optics experience an asset
- Custom job/shop experience an asset

Project and Personnel Management Skills:

- Multidisciplinary projects coordination
- Preparing/evaluating technical proposals
- Technical writing and reporting
- Interaction with technical and non technical personnel.

Computer Knowledge:

- Microsoft Office Suite
- CAD software and 3D modeling (SolidWorks, SolidEdge, AutoCAD)

Work Conditions: Fast-paced environment, Work under pressure, tight deadlines, physically demanding, attention to detail, combination of sitting, standing and walking.

Transportation: Own vehicle, willing to travel

Responsibilities

- Coordinate and direct projects, making detailed plans to accomplish goals and directing the integration of technical activities.
- Analyze technology, resource needs, and market demand, to plan and assess the feasibility of projects.
- Direct, review, and approve product design and changes.
- Assign, direct, and evaluate employees work; and oversee the development and maintenance of staff competence.
- Develop and implement policies, standards and procedures for the engineering and technical work performed in the department
- Perform administrative functions such as reviewing and writing reports, approving expenditures, enforcing rules, and making decisions about the purchase of materials or services.
- Review and recommend or approve contracts and cost estimates.
- Present and explain proposals, reports, and findings to clients.
- Establish a schedule consistent with available engineering and available work-hour resources.
- Direct the coordination of special projects for the Engineering Department.
- Ensures projects are implemented in accordance with Metalumen purchasing, Request for Proposal (RFP) and contracting procedures.
- Provides technical oversight and coordination of project engineering work; through project coordination meetings and other means.
- Monitors progress against project schedules and budgets; recommends allocation of resources as required to accomplish goals.
- In conjunction with Human Resources; Interviews and hires new staff; prioritizes, assigns and reviews work, approves time off for payroll purposes, and prepares and reviews employee performance evaluations.
- Communicating with Supervisors, Peers, or Subordinates; Providing information to supervisors, co-workers, and subordinates by telephone, in written form, e-mail, or in person.
- Making Decisions and Solving Problems – Analyzing information and evaluating results to choose the best solution and solve problems.
- Customization/modification of standard catalogue product to fit specific project requirements, including drawings, bill of material, NC programs and routings
- Design and development of new products and product extensions from conceptual design through prototyping and tooling specification with responsibility to ensure that technical performance, cost, manufacturability and time targets are met
- Review and redesign of existing products and processes to increase customer value and also increase manufacturability and cost-effectiveness
- Provide technical support to customers, vendors and in-house staff
- Champion the company vision and contribute to a productive and professional atmosphere