



POSITION DESCRIPTION STATEMENT

(PDS)

TITLE: Sr. ELECTRICAL ENGINEER

REPORTS TO: ENGINEERING MANAGER

I.) PURPOSE OF POSITION:

Contribute to the design, development and test of new products and provide technical support for current products both in production and in the field.

II.) KEY RESPONSIBILITIES:

- Contribute to the electronic design effort for new generator controller products.
- Contribute to the electronic design effort for new fire detection products.
- Modify and upgrade current designs to meet new standards or requirements.
- Contribute to the electronic design effort for new manual and/or automated test fixtures.
- Prepare, or contribute to preparation of, test procedures and design drawings.
- Perform functional and environmental tests both in plant and at remote labs.
- Assist Production Test in resolving problems with products in final test.
- Assist customers in resolving problems with products in development and products already in use.

III.) RELATIONSHIPS:

- Position reports to Engineering Manager or as otherwise directed by Engineering Manager.
- Indirectly provides direction to Engineering Lab technicians and production personnel.
- On a day to day basis, this position interfaces with Manufacturing, Test, Quality, Purchasing and Contracts.
- External relationships include Customer engineers, Customer management, Vendors and Sales representatives.

IV.) MEASURES OF PERFORMANCE

- Accuracy and completeness of designs (number of significant errors)
- Skill in locating and resolving problems with new and current products (number of problems solved)
- Ability to complete tasks on time (percent on time)
- Willingness to tackle assigned tasks (subjective)
- Dependability (percent of tasks accomplished)

V.) BACKGROUND AND SKILL:

- BS in Electronics or equivalent experience
- 10 years experience in electronics
- Aerospace experience highly desirable
- Broad knowledge of electronic components and equipment
- Experience with schematic and PCB design programs and SPICE analysis
- Experience with electronic test equipment to test and troubleshoot products
- Awareness of safety issues that are necessary when operating and testing generators and high voltage devices

VI.) PERSONAL TRAIT PROFILE:

- Strong work ethic
- Logical mind
- Love for solving problems
- Respect for safety issues
- Organized and methodical
- Reliable and dependable

VII.) SCOPE AND IMPACT OF POSITION AND RESPONSIBILITIES:

This position is important to our company's product design and development capability. The position requires an engineer who is well educated and up to date with current design techniques such as schematic generation, PC board design and layout, and SPICE analysis. Experience in test and troubleshooting is also very important.

Completed by: _____

Date: _____

Supervisor: _____

Date: _____

Approved: _____

Date: _____

HR: _____

Date: _____