

<b>Job title</b>	<i>Electrical Engineer</i>
<b>Reports to</b>	<i>Director of Engineering</i>

### Job purpose

Reporting to the Director of Engineering, the Electrical Engineer is responsible for evaluating current processes, recommending, and implementing process changes and supporting our continuous improvement and lean manufacturing efforts.

### Duties and responsibilities

- Evaluates electrical systems and equipment and troubleshoot machines along with our maintenance technicians.
- Confirms systems and component's capabilities by designing testing methods to improve the equipment reliability and reduce equipment downtime.
- Applies technical knowledge to innovate, design and develop equipment processes and automation.
- Assesses process capabilities, identifies improvements opportunities, and integrates new processes and equipment to maximize manufacturing.
- Prepare product reports by collecting, analyzing, and summarizing information and trends
- Responsible for modifying and upgrading current systems and machinery
- Design control systems for industrial machinery
- Troubleshoot and repair robots and PLCs
- Provide engineering information by answering questions and requests
- Perform other duties as assigned
- Demonstrate the ability to take projects from inception to completion
- Individual will be working closely with Maintenance staff for technical and hands-on support
- Completes projects by training and guiding technicians
- Proactively addresses and corrects all unsafe behaviors and conditions

### Qualifications

Qualifications include:

- Bachelor's or master's degree in Electrical Engineering
- Engineering and Electrical certifications and licenses
- 1-5 years of Electrical Engineering experience
- Must have robot and PLC experience
- Should be an aggressive, self-starter with good trouble shooting skills in machine automation control. Must be a team player and easy to work with.
- Strong verbal and written communication skills required

### Working conditions

Requires working in open office with frequent visits to shop floor.

### Physical requirements

See Physical Demands Requirements

### Direct reports

None

[Type here]

**Quality Authority Level**

Low – Fact gatherers who report information to those in medium and high authority level

**Professional Exemption**

Earns no less than \$684 / wk.

Performs work requiring advanced knowledge predominantly intellectual

Consistently exercises discretion and judgement

Advanced knowledge in a field of science or learning customarily acquired by prolonged course of specialized intellectual instruction

**Approvals:**

Human Resources: \_\_\_\_\_

Date: \_\_\_\_\_

Director: \_\_\_\_\_

Date: \_\_\_\_\_

President: \_\_\_\_\_

Date: \_\_\_\_\_

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**Analysis of Physical demands of:**

Physical Demand Level:  X  Light   Medium   Heavy

Physical Requirements (include weight where applicable):

	Occasionally	Frequently	Constantly	Weight
Sit		X		
Stand	X			
Walk	X			
Lift	X			10 - 30 LBS.
Carry	X			10 - 30 LBS.
Reach	X			
Bend / Twist	X			
Grip	X			
Push / Pull	X			
Squat	X			
Climb	X			
Above Head	X			
Kneel	X			
Stoop	X			

Can job duties be modified to accommodate prescribed work restrictions? **Not generally, however, will evaluate each incident based on type of restrictions and length of time. Decision based on work currently available.**

**Tools / Machines Used:** Keyboard, computer, phone, handwriting notes and filling out documents as needed. May plan, organize, communicate and implement special department events. While performing the duties of this job, Team Member is regularly required to sit, walk and stand; talk or hear, both in person and by telephone; use hands repetitively to finger, handle, feel or operate standard office equipment; reach with hands and arms; and lift up to 30 pounds. Specific vision abilities required by this job include close vision, distance vision and the ability to adjust focus.

Prepared by:  Lisa Ramirez, Assistant HR Manager (lisar@icicrank.com)  Date: \_\_\_\_\_

\_\_\_\_\_ **Yes, Team Member is safe to work with the above job duties**

\_\_\_\_\_ **No, the Team Member is not safe to work with the above job duties. Please state what the Team Member is capable of doing along with duration of time and any weight restrictions (i.e. how long they can stand, how much they can lift, can they climb, bend, twist, grip, squat, etc.) How long will they need accommodations?**

**Physician Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Physician's Name (\*Please PRINT):** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Name of Physician's Practice:** \_\_\_\_\_

**Address of Practice:** \_\_\_\_\_

**Physician's Note:** \_\_\_\_\_

Light Work: Exerting up to 20 lbs. of force occasionally, and or up to 10lbs. frequently.

Medium Work: Exerting up to 20 – 50 lbs. of force occasionally and or 10 to 15 lbs. frequently, and or up to 10 lbs. constantly to move objects.

Heavy Work: Exerting up to 50 – 100lbs. of force occasionally, and or 25 - 50 lbs. frequently, and or 10 - 20lbs. constantly to move objects.

Occasionally: Activity exists less than 1/3 of the time.

Frequently: Activity exists for 1/3 or 2/3 of the time.

Constantly: Activity exists 2/3 or more of the time.