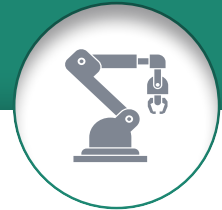


Engineering Technician

Advanced Manufacturing
Series



Company Overview:

<Please insert a short paragraph talking about your company and what makes it unique. Include details that capture the core values, culture, and mission of your company, so job seekers clearly understand the environment in which they will be working.>

Job Summary and Responsibilities:

Engineering technicians create layouts, drawings or sketches of machinery or equipment (e.g., shop tooling, scale layouts or new equipment design) using drafting equipment or computer-aided design (CAD) software. Engineering technicians perform component level troubleshooting of circuit boards, devise test plans and document procedures with minimal supervision. Applicants must be proficient with data acquisition, management, analysis, manipulation, conversion, validation and other data techniques

<Add any additional responsibilities or changes relevant to this role at your company.>

Required Competencies:

OCCUPATIONAL COMPETENCIES

- **Microsoft Office:** Able to effectively work in programs such as Microsoft Word, Excel, PowerPoint and Outlook to perform tasks (e.g., data analysis and writing)
- **General Data Techniques:** Proficient with data collection, management, analysis, manipulation, conversion, validation and other data techniques, often for technical writing and editing
- **Engineering Activities:** Proficient in some aspects of being an engineer, including the support, design, workflow and team based work related projects, with an awareness of real world implications tied to project components (e.g., cost, time, effort)
- **Electrical and Mechanical Labor:** Able to understand and use circuit testers, AC/DC drives and motors, cabling, fiber optics, calibrations and components of technical orders



FOUNDATIONAL COMPETENCIES

- **Critical Thinking:** Logically identifies the strengths and weaknesses of alternative solutions, conclusions or approaches to problems by looking at both the micro and macro of every situation. Constantly look for areas of improvement and bring forward new ideas to help create more efficient processes.
- **Active Listening:** Give attention to what other people are saying by removing distractions, taking time to capture the details, and consistently asking questions to clarify points as needed.
- **Judgment and Decision-Making:** Evaluate, consider, and follow through on the best course of action in regards to whether a component can or should be made, consider the logistics of production and the overall ROI of a process; these types of evaluations should be made at the onset of a new project and be revisited in an ongoing manner
- **Monitoring:** Monitor and assess performance of yourself, other team members or the productions processes in order to make improvements; reflect upon observations in order to hold yourself and others accountable to goals being put in place
- **Operational Monitoring:** Monitor and adjust various components of the manufacturing process (e.g., time, materials, workflow, quality, operational parameters); use lulls in the production workflow to identify and implement productivity improvements

Preferred Competencies:

OCCUPATIONAL COMPETENCIES

- **Engineering Simulation:** Proficiency gathering data and simulation of virtual flow of work in Labview, Dassault 3DS and other engineering simulation programs
- **Computer Engineering Methods:** Basic understand of computational fluid dynamics, CAD and finite element analysis for computer engineering as it ties to modern digital manufacturing

FOUNDATIONAL COMPETENCIES

- **Complex Problem Solving:** Identify complex and previously unseen problems around operational efficiencies and then develop innovative solutions (e.g., moving technical designs into efficient production through manufacturing engineering methods) and build consensus around those ideas to get them implemented
- **Systems Analysis:** Determine how a system should work and how changes in conditions, operations and the environment will affect outcomes with the goal of continuous process improvement; learn the existing structure and limits of a system to identify pathways to greater efficiency and reduced complexity

Find additional competencies for this role using Skillful's occupation deep dive at

www.skillful.com/employers.



Example Activities:

- Prepare layouts, drawings or sketches of machinery or equipment, such as shop tooling, scale layouts or new equipment design, using drafting equipment or CAD software
 - Identify and implement new manufacturing technologies, processes or equipment
 - Test faulty equipment to diagnose malfunctions, using test equipment or software and knowledge of functional operation systems.
 - Review product drawings for accuracy, consistency and compliance to industrial standards, internal design standard and project requirements
 - Recommend corrective or preventive actions to assure or improve product quality or reliability
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Required Certifications

<Note: Insert Required Certifications *but only if truly required.*>

Job Details:

- Location
- Department
- Job ID
- Classification
- Insert additional details of this position if applicable