

Occupational Description

Position Title	Engineering Manager
Reports to	Chief Executive Officer
Job Type	Full-Time
Job Code	EG111

Position purpose

- Lead a multi-disciplinary team of engineers and technologists to develop and design microwave solutions for industrial applications.
- Develop, monitor and execute development projects involving engineering, automation, fabrication and quality control.
- Establish design parameters and processes to meet custom project objectives.
- Responsible for developing concurrent projects to ensure order fulfillment is on time and on budget.

Duties and responsibilities

- Analyze existing systems and processes to identify inefficiencies, bottlenecks or areas of improvement.
- Lead the design and development of new systems or processes to meet custom project objectives.
- Evaluate the probability of success of different approaches to design solutions.
- Review designs and 3D models using SolidWorks.
- Oversee and evaluate the design calculations, run CFD (Computational Fluid Dynamics) and FEA (Finite Element Analysis) simulations as required.
- Ensures regulatory requirements and standards are implemented, met and followed.
- Collaborate with suppliers to procure components.
- Oversee the assembly and testing of prototypes.
- Develop comprehensive test plans, conduct tests, analyze data and prepare clear technical reports.
- Create the workplan, timelines and evaluation gates for R&D projects; monitor and access progress relative to the plan and report deviations to the Senior Project Manager.
- Collaborate with the Senior Mechanical Engineer on developing production schedules and deliverables to ensure schedules can be met.
- Notifies the Senior Project Manager of changes in scheduling and deadlines of R&D projects.
- Ensure scope of work (Supply, Schedule and Budget) is well defined and understood by both internal and external stakeholders.
- Facilitate the collaboration between Engineering and Manufacturing to identify issues and find appropriate resolutions before the development of production scheduling.
- Oversee and maintain detailed documentation of all internal agreements, disagreements, changes and issues during the R&D process.
- Develop comprehensive project completion reports (“lessons learned”) to avoid errors, inefficiencies and other issues in future builds.
- Oversee the development of SOPs for manufacturing.
- Communicate project status and progress to other Senior Management.
- Provide solutions to overcome obstacles to maintain timelines and design goals.



- Ad-hoc requests as required from time to time to ensure the company's successful operations.

Qualifications

- Education
 - Bachelor's degree in Engineering is required.
- Certification
 - Professional Engineer (P.Eng.) certification through Engineers and Geoscientists of British Columbia.
 - Class 5 clean driver's license with access to a car.
- Experience
 - 5+ years of experience as a Professional Engineer with experience in commercial manufacturing, production food/pharma/industrial equipment is required.
 - 3+ years of experience managing and mentoring a team of Engineers.
 - 5+ years of experience with SolidWorks 3D CAD.
 - 5+ years of experience with Geometric Dimensioning and Tolerancing (GD&T).
 - Experience reading and interpreting engineer drawings and electrical schematics is required.
 - Knowledge and understanding of CNC technology (e.g. lathe, mill, water jet cutter, router tables) is required.
 - Many years of experience with various shop tools, basic machinery and CNC machinery is required.
 - 3+ Experience reading and interpreting engineer drawings and electrical schematics is required.
- Skills and Abilities
 - Strong leadership skills, capable of mentoring and guiding teams.
 - Professional etiquette (both written and verbal) with co-workers, customers, vendors and individuals visiting NuWave Research.
 - Strong work ethic, and ability to work positively and respectfully with co-workers.
 - Strong ability to manage time and multiple priorities to achieve high-quality deliverables and avoid bottlenecks.
 - Works well under pressure to meet multiple and sometimes competing deadlines; remains positive, flexible, resourceful and efficient.

Physical requirements

- Ability to walk, sit, or stand for extended periods and navigate safely in an industrial environment (e.g., ladders, stairs, stationary and moving industrial equipment). Must be able to lift 11.3 kg/25 lb.

Direct reports

- Supervise engineer team.

Approved by:	
Date approved:	
Reviewed:	

