

# Enterprise Electronics Corporation

## Mechanical Engineer

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**Department:** Hardware Engineering

**FLSA Status:** Exempt

**Grade/Level:** Professional

**Job Type:** Light

**Work Schedule:** Regular

**Job Status:** Full-time

**Reports To:** General Manager, Operations

**Amount of Travel Required:** None

**Positions Supervised:** None

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### POSITION SUMMARY

Researches, plans, and designs mechanical and electromechanical products and systems. Coordinates activities involved in fabrication, operation, application, installation, and repair of mechanical or electromechanical products and systems.

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### ESSENTIAL FUNCTIONS

#### Reasonable Accommodations Statement

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable Accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

#### Essential Functions Statement(s)

- Researches and analyzes data such as customer specifications and requirements, existing design documents and manuals to determine the feasibility of a design or application, including all phases of new product introduction (concept, development and evaluation stages).
- Designs products or systems such as instruments, control systems, mechanical, thermal, hydraulic, or heat transfer systems. Coordinates and directs projects, making detailed plans to accomplish goals and directing the integration of technical activities. Considers design for manufacturing (DFM) and design for assembly (DFA) concepts to reduce manufacturing costs and deliver efficient designs.
- Devises plans to minimize and optimize the natural resonant frequency of machinery to permit high accuracy positioning of linear and rotary servo positioners and to minimize mechanical stress.
- Supports fabrication and installation activities to ensure products and systems are manufactured to conform to engineering design and customer specifications.
- Plans and coordinates the development of methods and procedures for testing products or systems and the fabrication of test control apparatus and equipment necessary to verify compliance to product requirements.
- Conducts finite element analysis to predict a products' real world physical behavior by virtually testing computer-aided drafting (CAD) models. Simulates virtual testing environments for static linear, times-based motion, and high-cycle fatigue design optimization.
- Promotes continuous improvement through evaluation of operational installations and service history. Formulates sampling procedures, and designs and develops forms and instructions for recording, evaluating, and reporting quality and reliability data.

## POSITION QUALIFICATIONS

### Competency Statement(s)

- Adaptability – Ability to adapt to change in the workplace.
- Analytical Skills – Ability to use thinking and reasoning to solve a problem.
- Communication, Oral - Ability to communicate effectively with others using the spoken word.
- Communication, Written - Ability to communicate in writing clearly and concisely.
- Deductive Reasoning – Ability to apply principles of logical or scientific thinking to a wide range of intellectual and practical problems.
- Detail-Oriented – Ability to pay attention to the minute details of a project or task.
- Initiative - Ability to make decisions or take actions to solve a problem or reach a goal.
- Innovative – Ability to look beyond the standard solutions.
- Organized - Possessing the trait of being organized or following a systematic method of performing a task.
- Problem Solving - Ability to find a solution for or to deal proactively with work-related problems.
- Project Management – Ability to organize and direct a project to completion.
- Research Skills – Ability to design and conduct a systematic, objective, and critical investigation.
- Safety Awareness – Ability to identify and correct conditions that affect employee safety.
- Technical Aptitude – Ability to comprehend complex technical topics and specialized information.

## SKILLS & ABILITIES

**Education:** Bachelor's Degree in Mechanical Engineering or related field

**Experience:** Three (3) years of Mechanical Engineering or related experience

**Computer Skills:** To perform this job successfully, an individual should have practical knowledge of SolidWorks and AutoCAD design software; internet software; spreadsheet software, word processing software, and presentation software.

## PHYSICAL DEMANDS

**N (Not Applicable)**

Activity is not applicable to this position.

**O (Occasionally)**

Position requires this activity up to 33% of the time (0 - 2.5+ hrs/day)

**F (Frequently)**

Position requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)

**C (Constantly)**

Position requires this activity more than 66% of the time (5.5+ hrs/day)

### Physical Demands

		<b>Lift/Carry</b>	
Stand	O	10 lbs or less	F
Walk	O	11-20 lbs	F
Sit	C	21-50 lbs	O
Manually Manipulate	C	51-100 lbs	N
Reach Outward	O	Over 100 lbs	N
Reach Above Shoulder	O		
		<b>Push/Pull</b>	
Climb	N	12 lbs or less	O
Crawl	N	13-25 lbs	O
Squat or Kneel	O	26-40 lbs	N
Bend	O	41-100 lbs	N

**Other Physical Requirements**

- Vision (Near, Distance, Depth)
- Ability to wear Personal Protective Equipment (PPE) - Safety Glasses, Hard Hat, Safety Shoes

**WORK ENVIRONMENT**

The noise level in the work environment is usually quiet. While performing the duties of this job, the employee is occasionally exposed to moving mechanical parts.

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Prepared By: Human Resources Date: 08/22/18

Approval: General Manager, Operations Date: 08/27/18

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the company reserves the right to change this job description and/or assign tasks for the employee to perform, as the company may deem appropriate.