

Job Description

Division: Aluminum Extrusions
Title: **Project Engineer for Large Press Carthage**
Reports to: Plant Manager
Department(s):
Supervises:
Salary Grade:

Summary of Position

The Project Engineer will implement plant projects from concept through completion. These projects include new equipment installations, modification, and improvement to existing plant systems and equipment. The position also provides engineering support to plant operations as well as maintenance departments. Major areas of responsibility include:

1. Manages and executes engineering projects
2. Support Operations and Maintenance Departments
3. Manage machine installations and modifications to equipment
4. Provide in-depth mechanical, electrical, and controls system expertise for the Plant
5. Provide productivity studies, feasibility studies, system design changes, and equipment modifications.
6. Interface with or lead outside contractors, maintenance, and operations personnel to accomplish engineering projects in the most efficient manner.

Duties

1. Plan and direct projects through completion in a safe & efficient manner.
2. Manage in-house and/or outside contracted labor and materials, purchasing, cost control, schedule of tasks, installation procedures, debugging, & close-out.
3. Establish expected results, budget tracking cost control, invoice approval, and project status reporting.
4. Demonstrate ability to provide early detection of potential deviations from cost estimates as well as recommend corrective actions to project teams and senior management.
5. Conduct various studies aimed at gaining a better understanding of current problems, situations and providing recommended solutions.
6. Provide leadership in meetings and various training sessions

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. This includes thinking, concentrating, oral and written communication skills, working together with others to achieve group Key Result Areas, being able to

work to deadlines, manage project expenses, being able to come to work routinely and promptly, and being able to take and follow orders.

Personal Profile

	<u>Essential</u>	<u>Desirable</u>
1. Education	B.S. ME or EE	B.S. ME or EE
2. Experience	5+ yrs Project Engine. exper. Controls experience	5+ yrs Project Engineering exper in Aluminum extrusion

Key Result Areas

Project Management

Cost Controls

Effective Communication at all levels of the organization

Planning, Scheduling, & providing timely results

Safety

Tools/Equipment Used

Knowledge of Microsoft Office Applications

AutoCad

Experience in Scheduling Software

Telephone

Copy Machine

Internet Searching

E-mail