

Mechanical Engineering Technician

Reports to:
Engineering Manager

Job ID: 338000

Entity:
PBZ LLC

Job Classification:
Technicians

Summary and Objective:

The position will contribute to the Engineering Department's goal of simplicity and excellence in designing, developing, and testing of products for our branded products and job shop customers. A primary goal is to communicate accurate details for the manufacturing, finishing, assembly, and support of our products and customers' products. The position will strive to support and work within the values and mission of Paul B. Zimmerman, Inc.

Essential Functions:

- Model and draft new products and parts for branded products and job shop customers
- Communicate accurate and intricate details for processes in manufacturing, finishing, assembly, and support
- Convert 2D drawings into 3D models and drawings
- Create, edit, and review manufacturing drawings with clear and precise details
- Create, edit, review, and retrieve details in Epicor ERP manufacturing software
- Create or edit code for CNC machinery
- Communicate with outside vendors for subcontract manufacturing services
- Assist in troubleshooting problems with processes or products related to the manufacturing

Characteristics and Competencies:

- Growing knowledge and understanding of the process of manufacturing, finishing, and assembling
- Ability to understand or convey ideas through speech or hand drawings
- Well-organized and precise
- Analytical and mechanical
- Adaptable, able to quickly change focus from one project to another
- Works well in a collaborative environment
- A desire to learn about new techniques related to modeling and manufacturing
- Intermediate math skills

Required Education and Experience:

- High school diploma
- Experienced in modeling and drafting in SolidWorks 3D modeling software

Preferred Education and Experience:

- An associate's degree in mechanical engineering technology
- 2 or more years of experience in mechanical engineering technology
- Experience with manufacturing, finishing, and assembly

Work Environment:

This job operates in a professional office and consists mostly of working at a computer station. This position may occasionally be asked to travel to examine equipment/parts at a facility or customer location that would not necessarily be clean, heated, or cooled. The job routinely uses standard office equipment such as computers, phones,

photocopiers, filing cabinets and fax machines. The job also uses measuring tools such as tape measures, protractors, calipers, and other measuring tools. Periodic use of small hand tools is also required.

Physical Demands:

While performing the duties of this job, the employee is regularly required to sit for extended periods of time. The job also requires walking, speaking, listening, seeing, the use of both hands, fingers, and reaching with hands and arms. The position requires the ability to occasionally lift 40lbs or up to 80lbs with another person.

Travel:

Very little overnight travel is expected for this position. Periodic travel during the day can be expected.

Other Duties:

Please note that this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Essential functions and duties may change at any time.

Employee signature below constitutes the employee's understanding of the requirements, essential functions and duties of the position.

Employee's Signature: _____ Date _____