

Position Description: Process Engineer

Position Level: 7 Non-Exempt.

Reports to: Technical Manager



#### General Responsibilities:

The Process Engineer will improve upon and oversee the design and flow of Specification Rubber Products manufacturing departments. Regularly meeting with manufacturing and technical teams to document the current state and identify forward-thinking solutions to improve processes.

#### Specific Responsibilities:

- On-the-floor problem-solving to identify process wastes and effective solutions that support the root cause.
- Conduct technical and production trials to improve processes, safety, cost, right-first-time quality, energy, and environment.
- Develop plant layouts, material flow optimization, and methods improvements while leading/supporting continuous improvement and cost reduction efforts.
- Create and update equipment set-up parameters and audit processes.
- R&D development and launch—work with maintenance, manufacturing, and technical teams to develop a standard for mass production.
- Participate and lead CI efforts/trials and teams.
- Assist with internal and external audits to ensure compliance with ISO9001.
- Troubleshoot production operations or processes yielding high scrap or lower than standard output.
- The ability to observe and document the findings of a project or process and communicate those findings
- Adhere to all plant policies and rules.
- Other duties as assigned.

#### Qualifications:

- BS in MM, EE, or IE. May consider work experience in lieu of a degree.
- Rubber processing experience is a must.
- Must have at least three (3) years of proven experience.
- Working knowledge of JD Edwards Enterprise One is a plus.
- Must possess good reading, listening, communicating, and writing skills.
- Must be able to multi-task.
- Must be able to make sound decisions.
- Must possess the desire and ability to work alone and with others – Team Player.
- Must possess strong mechanical aptitude and a positive, “can-do” attitude.
- Must have strong communication skills and be able to take on assignments, as well as make and delegate assignments.
- Possess a 'customer-first' mindset to understand customer needs and exceed customer expectations
- Data mining reporting skills through MS Excel; specifically, V-lookup and Pivot tables

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