



**Job title:** Project Engineer  
**Department:** Engineering  
**Reports To:** Engineering Manager  
**FLSA Status:** Exempt  
**Prepared by:** Engineering Manager  
**Revision Date:** 03/10/2016  
**Approved By:** Human Resources  
**Approved Date:** 03/10/2016

### **Summary**

Designs new products and makes improvements to existing products by performing the below duties. Will also create and manage a cost database such to help Masterbuilt better understand product costing for the purpose of improving engineering's ability to estimate product costs.

### **Essential Duties and Responsibilities**

Upon assignment of new product development and/or modification of existing product projects, will oversee all aspects of products from concept to fruition.

Will establish time lines for completion of all activities associated with assigned projects and will coordinate with the various agencies involved in the completion of projects within timeframes established.

Maintains complete understanding of test programs for products requiring agency approvals as relates to product standards (ANSI, UL, CSA, FCC, DOT, etc.).

Analyzes research data and proposed product specifications to determine feasibility of product proposal.

Confers with appropriate personnel to clarify or resolve problems and develops design.

Prepares product layout and detailed drawings and schematics as well as initial BOM's for contract factories.

Coordinates manufacturing or building of prototype product.

Plans and develops experimental test programs and conducts precertification tests with quality personnel.

Analyzes test data and reports to determine if design meets functional and performance specifications.

Prepares design modifications as required.

Uses computer assisted engineering and design software and equipment to perform engineering and design tasks.

Works directly with the product development team to facilitate concept development, testing, and fabricating of all products.

Prepares status updates and presents to management as appropriate.

Work safely and within OSHA regulations! Keep a clean environment and organize shop tools and area to properly store tools, equipment, hazardous materials, etc.

Perform other duties as assigned.

### **Qualifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **Education and/or Experience**

Bachelor's degree (B. S.) in Mechanical Engineering from four-year College or university; four years related experience and/or training; or equivalent combination of education and experience. Computer literate with Solidworks or other similar CAD package required.

### **Skills and Competencies**

- Ability to use SolidWorks software at an intermediate level, advance level preferred.
- Proficiency with Microsoft Office applications: Outlook, Excel, PowerPoint and Word.
- Excellent verbal and written English language skills required. Read, interpret and analyze correspondence, memos, reports and tables. Write correspondence of a technical nature.
- Ability translate customer desires into engineering specifications.
- Excellent teamwork skills and thrive on working collaboratively with Engineering team.
- Communicate effectively with individuals at all levels of the organization.
- Excellent organizational, project management, and problem-solving skills.
- High level of attention to detail and ability to produce quality product when lead-time is short.
- Discretion in handling sensitive and confidential documents and situations.
- Work in office environment with some work in machine shop environment. In addition, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds.
- Dedicated to company and personal core values.
- Practice safety and adhere to all company safety policies.
- Ability to travel internationally, for business trips to China, typically twice a year.

Masterbuilt Manufacturing is An Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability or protected veteran status.

Qualified candidates should apply for the position by sending his/her resume to [HR@masterbuilt.com](mailto:HR@masterbuilt.com).