

## Job Description

|             |   |                       |                      |
|-------------|---|-----------------------|----------------------|
| Job Title:  | <u>Electrical Controls Engineer – Level 1</u> | Probationary Period:  | <u>90 Days</u>       |
| Department: | <u>30 - Engineering</u>                       | Compensation Type:    | <u>Hourly Exempt</u> |
| Reports to: | <u>Operations Manager</u>                     | Benefits Eligibility: | <u>90 Days</u>       |

## Summary

- The position of Electrical Controls Engineer – Level 1 is responsible for Designing, developing, and supervising all aspects of electrical control systems, equipment, and machinery. May be responsible for the installation and technical support of PLC based hardware and software. Requires a bachelor's degree in electrical engineering and 0 to 5 years of experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under direct supervision with some autonomous projects. Primary job functions typically require exercising independent judgment. Reports to Operations Manager.

## Duties and Responsibilities

- Designing and developing new control systems based upon company standards and industry best practices.
- Testing, maintaining and modifying existing systems as required for ongoing support.
- Writing computer software, PLC programs, HMI programs, and Motion Control programs for equipment.
- Analyzing data and presenting findings in written reports as needed.
- Managing operations of the projects assigned.
- Working collaboratively with design engineers, operation engineers, purchasers and other internal staff.
- Liaising with clients, suppliers, contractors and relevant authorities as required.
- Project management within cost and time constrained environments for assigned projects.
- Understanding and ensuring compliance with relevant health and safety regulations and quality standards.
- Providing advice and consultancy support as related to specific project assignments.
- Generating Bills of Materials to be issued to purchasing for project specific equipment.
- Troubleshooting controls problems and diagnosing equipment and/or program failures.
- Managing multiple projects simultaneously as well as provide support and guidance to other Engineers.
- Assessing project scope and requirements for the purpose of bidding projects for time and material costs for customer quotes.
- This position must possess and maintain a valid driver license.
- Various others duties as may be assigned.

## Physical demands

- Must be able to lift, push, pull and carry up to 50 lbs.
- Must be able to climb ladders and move about in closed quarters facility non-manufacturing support areas.
- Must be capable of wearing required PPE for opening and working in powered control panels

## Skill Requirements

- Bachelor's Degree in Electrical Engineering
- 0 to 5 years of work experience in Industrial Controls Engineering
- Proficient with Allen Bradley Controls and software. Other Controls platform experience is a plus
- Proficient with NFPA79, NFPA70E, UL508, ISO 13849, and any other applicable safety standards
- Proficient with MS Windows, and MS Office products
- Capable of generating Technical Documentation and Operations Manuals for assigned projects utilizing MS Office and other Desktop Publishing software.

## Work Environment

- Typical work environment will be office based with field work required to complete projects.
- Work environments will vary based upon each specific project.
- Start-up and commissioning of equipment both at CSD and customer facilities will be required.
- Travel will be involved in this position and typically encompasses approximately 50% of worked hours

