

Position Title: Mechanical Designer	Department: Engineering	Reports To: Engineering Manager
Level: Mid Level (3 Years)	FLSA Status: Salary Exempt	Supervisory Requirements: N/A
Position Summary: The Mechanical Designer is responsible for working with the project managers designing mechanical products and systems.		
Essential Functions:		
• Design and create accurate working drawings of parts, systems, and assemblies • Revise and update released working drawings to conform to post-production "as built" specifications • Develop and maintain 3D part library using PDM best practices • Provide engineering and design support by addressing technical questions and requests • Uphold company reputation by complying with manufacturing practices, regulations, and practical design philosophies • Accurately communicate design intent by developing fully annotated 2D and 3D models to be reviewed and approved by customers		
Knowledge & Skills:		
• Understanding of fundamental drafting/design standards and practices. • Experience with valves, pumps, motors, piping, and other associated components preferred • Experience in use of engineering tools and hands on mechanical aptitude preferred • Drafting certification or accreditation from established standards organization or software provider preferred • Programming experience using iLogic, C#, VB .net, or other language compatible with Autodesk preferred • Familiar with Microsoft Office365 (Excel, Outlook, Word, etc.) • Multi-tasking • Time management • Presentation Skills • Technical Capacity • Excellent Written and Verbal Communication • Organization • Team oriented		
Minimum Qualifications:		
• Familiar with Autodesk software suite (Inventor 3D and AutoCAD 2D), or other equivalent drafting and design software • Knowledge in reading and interpreting working drawings		
Physical Requirements:		
• Must be able to work sitting most of the day • Must be able to regularly use hands for typing and computer use • Must be able to type, bend and reach		
Environment:		
• Typical professional office and shop setting • Exposure to industrial conditions when visiting customers and touring their facilities • Routinely use standard office equipment including phones, computer, copiers, printers, etc. • Must contribute to a positive working environment • Must be a team player		

All duties and responsibilities are essential job functions and requirements of this position. These are subject to possible modifications to reasonably accommodate individuals with disabilities. To perform this job successfully, the team member(s) will possess the skills, aptitudes and abilities to perform each duty proficiently. The requirements listed in this document are the minimum levels of knowledge, skill and abilities for this position. This in no way states or implies that these are the only job duties to be performed by the team member(s). Team member(s) will be required to follow any other job-related assignments, instructions and duties instructed by authorized personnel.

This document does not create an employment contract, implied or otherwise other than an "at will" relationship.

Employee Signature

Employee Name (Printed)

Date

Manager Signature

Manager Name (Printed)

Date