



Electrical/Electronic Engineer I

JOB DESCRIPTION

Job ID#: 2019-20C+D
Regular/Temp: Regular Employee
Full-Time/Part-Time: Full-Time
Submit Reply and Resume to: CMEHR@custom-mfg-eng.com

Must Complete Predictive Index Test Before Applying: <https://assess.predictiveindex.com/4mVYV>

Job Summary: We have a challenging opportunity for the right leader to become an Electrical Engineer to provide support to Operations (Engineering & Manufacturing) to expand CME's products & services, support new business development, create innovative products/solutions, and impact revenues.

Job Characteristics:

- Continual Problem/Solutions in a Fast-paced environment working & completing multiple projects simultaneously
- A definite analytical and technical orientation (rather than a social orientation)
- High standards, high quality work is of utmost importance
- Structured, organized and efficient work expected of self and others
- Big picture, strategic decisions, well thought out and analyzed
- Calculated risk-taking
- Collaboration with others in design, manufacturing & testing processes
- Work will primarily be done singularly with some involvement from others

DUTIES AND RESPONSIBILITIES

- **Electrical/Electronic Design to meet budget & customer requirements** for products and systems used for commercial and industrial purposes.
- Collaborate with multi-disciplined engineers and ensure program work breakdown structure and schedule / resource estimates ensuring engineers meet schedule and budget.
- Researching & Ensure that design & manufacturing processes conform to standards and customer requirements by preparing electrical systems specifications and technical drawings match; use version labeling & configuration management control to document.
- Assist/Develop engineering processes for manufacturing by designing & modifying equipment for building and assembling electrical components; soliciting observations from operators.
- Conduct checks and testing to ensure products meet requirements for next team-member, engineer, manufacturing, and customer.
- Assures product quality by designing electrical testing methods; testing finished products and system capabilities
- Works independently to solve problems bringing solution options for issue resolution.
- Support the full product realization lifecycle to facilitate project implementation according to established procedures and best practices. This involves: monitoring engineering progress,



anticipating technical issues, and driving corrective actions within the engineering community at CME.

- Direct technical contributors across engineering disciplines to develop and demonstrate lab prototypes.
- Ensure Customer requirements, systems specifications, and other documents called out in established CME work instructions and documented. Ensure solution concepts and technical system specifications are documented and adhere to the quality & configuration control standards. Ensure and at times author papers, presentations, proposals, and briefs for internal and external use as required.
- Support plans and at times formulates aspects of research and development proposals such as objective or purpose of project, applications that can be used from findings, costs of project, and equipment and human resource requirements.

JOB QUALIFICATIONS

- Ability to read drawings/schematics.
- Excellent PC Skills in the Microsoft Office programs (Excel, Word, PowerPoint, Outlook, Windows 7/8/10); Proven Knowledge of CAD Software & Design Programming/Packages, preferable Solidworks knowledge
- A fast learner and good listener.
- Experience with an ERP System preferably Deltek Costpoint or similar systems like: SAP, Microsoft Dynamics
- A proven ability to organize and effectively manage multiple projects and deadlines.
- Strong written and oral communications skills.
- An orientation toward superior customer service.
- Ability to work independently *and* collaborate with teams.
- Ability to Multi-Task While Meeting Deadlines/Deliveries *and on Budget*
- Enthusiasm for CME's clients (internal & external) and their missions.

MINIMUM REQUIREMENTS NEEDED:

- **Must have 2+ years of engineering experience, preferably in electrical/electronic design and/or the manufacturing industry.**
- Bachelor's Degree from an Accredited College/University.
- **Successfully Pass: Background Check, Drug Screening, Reference & Credit Checks.**
- Positions with CME require access to controlled goods and technologies subject to the International Traffic in Arms Regulations or the Export Administration Regulations. Applicants for these positions need to be "U.S. Persons," as defined in these regulations. Generally, a "U.S. Person" is a U.S. citizen, lawful permanent resident, or an individual who has been admitted as a refugee or granted asylum.

Travel Percentage May Be Required From Time to Time: 5%

An award winning Tampa Bay small business for two decades, Custom Manufacturing & Engineering, Inc. (CME®) delivers Engineering, manufacturing, test, and calibration/repair services to Government and Industry. Join us at CME, where one can "Use Our Expertise to Design & Build Your Solutions" CME's culture is embodied by Core Values that are focused on: Serving the customer while protecting CME, delivering quality products and services as required, solving problems, working with energy and passion, and encouraging and developing employees that challenge themselves.

As a strong supporter of Science, Technology, Engineering and Math (STEM) and other select charitable initiatives, CME promotes and encourages employee community support to nonprofit organizations or educational institutions, especially for mentoring and school/student support. Most of CME's products and services are focused on the development and manufacturing of energy efficient and sustainable products such as more efficient power supplies, intelligent power distribution units, energy saving solar panels, and other electronic systems, end products, or components. (www.custom-mfg-eng.com).

CME is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, pregnancy, sexual orientation, gender identity, national origin, age, protected veteran status, or disability status.

As a U.S. defense contractor CME is also subject to additional rules and regulations regarding the hiring of foreign persons. ***In compliance with U.S. federal law, all persons hired will be required to verify identity and eligibility to work in the United States; CME cannot accept any person for employment who does not meet employment eligibility requirements, E-Verify verification, and/or is in the U.S. under a student (F1 and/or OPT, J1, or M1) and/or temporary work visa. For the purposes of clarification, the I-9 defines eligibility of an employee as a: U.S. citizen, permanent resident card or alien registration card (Form I-551), a person with a temporary I-551 stamp on their passport or U.S. immigrant visa, and/or passport from the Federated States of Micronesia (FSM) or Republic of the Marshall Islands (RMI) with Forms I-94 or I-94A indicating nonimmigrant admissions under Compact of Free Association between the U.S. and FSM or RMI.***

Removal Date: 01-June-2020