



**CUSTOM MANUFACTURING
& ENGINEERING™**

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Suite 360
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www.custom-mfg-eng.com

Mechanical Engineering Intern

Job ID#: 2022-04A
Regular/Temp: Temp/Temp to Perm
Full-Time/Part-Time: Part-Time

3 Steps to CME Hiring:

1. **Complete Application at [ApplicantPro](#)**
2. **Take Both Predictive Index Assessments**
3. **Gather Info for Interview:** Last 2 W2's, Complete Background Check Form, COVID-19 Vaccination Card

Job Summary: CME is looking for an Mechanical Engineering Intern who under direct supervision who will predominately work in manufacturing (with some cross department support in engineering as well as quality), to assist in and support: design work, product packaging, creation & updating of BoMs, creation of work instructions, timed studies of assembly of product, use Dokuzi, etc.. We are looking for an Intern who will consistently produce timely high-quality results that are accurate. The individual should have strong problem resolving and analytical skills which will allow them to produce imaginative and innovative solutions.

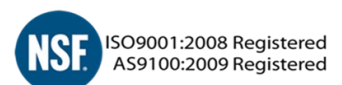
DUTIES AND RESPONSIBILITIES

- Assist in the day to day activities of manufacturing in a fast-paced environment—producing timely & repeatably correct results.
- Assist on the manufacturing floor with electronic components, products, and systems.
- Willing to learn and have hands on experience soldering and helping fill the line when necessary
- Assist in applying technical knowledge to analyze, investigate and resolve non-routine problems.
- Assist in developing electronic and hard copy reports, records, diagrams and charts.
- Perform basic production area layout and assist in planning for manufacturing areas based upon equipment, individual, and work space requirements.
- Interface with Engineering, Configuration Management, and others to coordinate release documentation, as assigned
- Participate in the development of Work Instructions drafts to documentation standards and the review process
- Assist in the setup and/or repair of various machines and equipment used in the assembly of electro-mechanical subassemblies
- Other duties as assigned or required.

JOB QUALIFICATIONS:



We Love to Design and Build!



- Undergraduate or graduate student of an accredited college or university.
- Basic understanding of engineering & manufacturing operations and quality management systems (e.g., ISO 9001 and other standards)
- Must possess:
 - Ability to understand new concepts and apply them accurately
 - Ability to follow general/detailed instructions as well as organizational policies & procedures
 - Good communication and interpersonal skills
 - The ability to work independently or in a team environment
 - Knowledge of Schematics, SolidWorks (Preferred), and MS Office: Word, Excel, PowerPoint.

MINIMUM REQUIREMENTS NEEDED:

- **Must have 2+ years of engineering school experience and/or hands-on, preferably in electrical/electronic design and/or the manufacturing industry from Accredited College/University or Bachelor's Degree.**
- **Work schedule projected to be 20-40 hours per week** (flexible to class scheduling).
- **COVID-19 Vaccinated.**
- **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," per 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. 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.**

Travel Percentage Required: None expected. 0% - 5%

Custom Manufacturing & Engineering, Inc. (CME®) is a 25 year old award-winning Tampa Bay small business which designs and manufactures custom-engineered and build-to-print/spec products/systems. Our team works with aerospace/defense and industrial customers to produce cables & wire harnesses, power supplies & distribution equipment, special test equipment; CME's products are used by the US military and other industries around the world. CME is also a big supporter of STEM as well as sustainable efforts & education including: www.solar4STEM.com

CME operates on the EOS System and company focused on a Culture of Accountability. Our 5 Core Values drives everything we do as employees and the results for our customers. CME's 5 Core Values are: Resolves Problems, Works with Energy & Passion, Challenges Themselves, Serves the Customer-Protects CME, and Delivers! To read more about our company culture and values, please go to: <https://www.custom-mfg-eng.com/careers.html> and click on the tab "Culture of Accountability."

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.

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 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) or temporary work visa.

Removal Date: 01-June 2022