

**Job Title:** Manufacturing Engineering Manager  
**Department:** Operations  
**Reports To:** Director of Operations

**Shift:** 1  
**Location:** Sioux Falls  
**FLSA Status:** Exempt

## Position Purpose

- Manages and directs the Manufacturing Engineering Team toward its primary objectives, including process/product design, implementation of LEAN/Six Sigma, continuous improvement efforts, new product implementation, machine programming, process error reduction, automation, and capital deployment.
- Manages and directs the Manufacturing Engineering Team to develop and implement optimal, cost-effective manufacturing processes and methods in accordance with product specifications and quality standards; recommend and implement improvements to production processes, methods and controls; and coordinate manufacturing launches for new or revised products.
- Directs collaborative activity with other functional areas to provide technical expertise toward the fulfillment of customer needs. Coordinates and exercises functional authority for planning, organization, control, and integration within the entire engineering organization by performing duties personally or through peers and subordinates.
- Coordinates multi-plant collaboration to identify opportunities for synergy, best practice sharing, and the most cost effective utilization of engineering resources.

## Essential Duties & Responsibilities

- Manages manufacturing engineering resources within the operations organization. Provides regular updates to the Operations Leadership Team regarding the status of manufacturing engineering resources.
- Drives process ownership activities throughout Manufacturing and Distribution Operations. Sets annual goals for Process Excellence Staff and directs activities designed to meet Operational objectives. Prepares and submits an annual department budget and Capital Deployment Plan. Controls expenditures within the limitations of approved department budgets and estimates, including engineering labor requirements. Provides regular update reports regarding financial performance of engineering resources.
- Plans and formulates engineering programs and organizes engineering, maintenance, and tool room staff according to customer fulfillment requirements. Responsible for the creation of appropriate manufacturing design requirements and instructions as required to meet customer specifications.
- Develops a plan to ensure engineering resources remain informed concerning new manufacturing technologies and equipment in order to manufacture and reduce costs through efficiency gains. Ensures best in-class practices are being researched for applicability.
- Mentors Manufacturing Engineers through the Capital Deployment process. Ensures Capital Expenditure Request (CER) packages are carefully vetted prior to submission. Ensures technical details, equipment specifications, plan for installation/integration, and financial justification cases (where applicable) are accurate. Ensures CER submissions are within the annual budget and acts as an approver for all CER submissions.
- Ensures manufacturing engineering procedures are regularly reviewed and changes, modifications, and implementation is coordinated appropriately. Coordinates improved manufacturing efficiency by analyzing and planning work flow, space requirements, and equipment layout. Owns the plant layout to ensure efficient arrangement of facilities and equipment around operations for improved utilization of space.
- Guides maintenance and tool room resources to ensure plant equipment remains operational. Develops a preventative maintenance plan, ensures repairs are coordinated, and ensures adherence to manufacturer's instructions and established procedures.
- Maintains a Stewardship Plan to ensure the building and grounds are regularly serviced and well maintained. Leads coordination efforts with contractors and suppliers to ensure outside work is completed in accordance with local and corporate policies; and local, state, and federal laws. Ensures the Stewardship Plan includes consideration for additional equipment and facility expansion.
- Ensures engineering resources collaborate with other functional areas to support new product launches, re-designs, and

transitions.

- Provides overall supervision of manufacturing engineering resources to ensure technical, administrative, training, and development targets are met within the framework of established goals and organizational policy, and in accordance with applicable professional standards, design control procedures, and organizational procedures and guidelines.
- Carries out management responsibilities in accordance with established policies and applicable laws. Responsibilities include interviewing, hiring, and training new team members; planning, assigning, and directing work; appraising performance; rewarding and disciplining team members; addressing complaints and resolving problems.

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### **Knowledge / Skills / Abilities**

- Demonstrated hands-on experience in assembly process development is required as is a hands-on understanding of the equipment and materials that are used in the industry.
- Demonstrated Problem Solving/Analysis
- Demonstrated Technical Acumen
- Project Management Experience
- Demonstrated Oral/Written Communication Proficiency
- Knowledgeable of CAD systems
- Knowledgeable of PM systems
- LEAN/Six Sigma Experience

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### **Qualifications / Prior Experience**

- Bachelors degree in Engineering or related technical field
- Minimum of eight (8) years of experience within Engineering
- Minimum of five (5) years of leadership/supervisory experience

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### **Work Environment / Other Requirements**

- Must be able to use office equipment (scanner, printer, copier, telephone, and computer)
- Must be able to talk/hear/sit for prolonged periods of time
- Ability to lift 25lbs on an occasional basis
- The work performed is conducted in a climate-controlled facility with moderate noise levels that are within OSHA Limits.