

Job Title: Application/ Product Engineer

Department: Engineering

Supervisor: Engineering Manager

FLSA Status: Exempt

Company: Taylor Valve Technology, Inc.

Job Description

SUMMARY: The Application/Product Engineer will perform engineering assignments as part of a work team involved in the sales, engineering, planning, organizing, and developing of projects. Designs and directs installation of mechanical or electromechanical products or plant systems.

MAJOR DUTIES AND RESPONSIBILITIES:

1. Work directly and indirectly with customer service and sales personnel on quotations and technical clarification i.e., material (elastomers, seat material, metals) and valve selection recommendations on specific media applications for customers on all product lines.
2. Size valves and provide data sheets to customer specifications using calculators.
3. Provide cut sheet presentations of product assembly drawings with dimensions, bills of material, and technical data regarding applications to customers.
4. Perform ECR's (Engineering Change Requests)/Create Bills of Materials using ERP system.
5. Sales Order Approvals in accordance to specifications.
6. Work together with engineering team on sustaining, in problem solving, product design, and manufacturing of valves in compliance with industry standards.
7. Perform ECN's (Engineering Change Notices)/Drawings, dimensional and material, and design changes.
8. Provide support to assembly, supply chain, as well as QC with component prints and material specifications.
9. Create, update, and maintain nomenclatures for part numbering.
10. Create build/test procedures for assembly.

PREFERRED KNOWLEDGE:

Industry Codes and Standards knowledge/familiarity in ASME Sec I-IX, B16.34, B16.47, B16.5, API 6A, 6D, 608, Q1/ISO, NACE MR0175, CSAZ245, CE/PED, CRN

Metallurgy and/or Welding

EDUCATION and/or EXPERIENCE: bachelor's degree in engineering (Mechanical Engineering preferred) with 2-4 years of related experience, or Associates degree with 5-7 years of related experience.

Experience: Application/Design of one or more of the following: Safety Relief valves (Reclosing/Non -Reclosing), Control Valves, Chokes.

COMPUTER SKILLS: To perform this job successfully, an individual should have knowledge of SolidWorks and/or ProE, AutoCad, Microsoft Office products, Visual ERP software.

Certificates, Licenses, Registrations

SUPERVISORY RESONSIBILITY:

No supervisory responsibilities.

COMPETENCIES:

To perform the job successfully, an individual should demonstrate the following competencies:

Analytical - Synthesizes complex or diverse information; collects and researches data; uses intuition and experience to complement data; designs work flows and procedures.

Continuous Learning - Assesses own strengths and weaknesses; seeks feedback to improve performance; pursues training and development opportunities; strives to continuously build knowledge and skills; shares expertise with others.

Job Knowledge - Competent in required job skills and knowledge; exhibits ability to learn and apply new skills; keeps abreast of current developments; requires minimal supervision; displays understanding of how job relates to others; uses resources effectively.

Use of Technology - Demonstrates required skills; adapts to new technologies; troubleshoots technological problems; uses technology to increase productivity; keeps technical skills up to date.

Design - Generates creative solutions; translates concepts and information into images; uses feedback to modify designs; applies design principles; demonstrates attention to detail.

Problem Solving - Identifies and resolves problems in a timely manner; gathers and analyzes information skillfully; develops alternative solutions; works well in group problem solving situations; uses reason even when dealing with emotional topics.

Project Management - Develops project plans; coordinates projects; communicates changes and progress; completes projects on time and budget; manages project team activities.

Communications - Expresses ideas and thoughts verbally; expresses ideas and thoughts in written form; exhibits good listening and comprehension; keeps others adequately informed; selects and uses appropriate communication methods.

Cooperation - Establishes and maintains effective relations; exhibits tact and consideration; offers assistance and support to co-workers; works cooperatively in group situations; works actively to resolve conflicts.

Teamwork - Balances team and individual responsibilities; exhibits objectivity and openness to others' views; gives and welcomes feedback; contributes to building a positive team spirit; puts success of team above own interests; able to build morale and group commitments to goals and objectives; supports everyone's efforts to succeed.

Conflict Resolution - Encourages open communications; confronts difficult situations; maintains objectivity; keeps emotions under control; uses negotiation skills to resolve conflicts.

Impact & Influence - Pursues and wins support for ideas; displays ability to influence key decision-makers; achieves win-win outcomes; uses authority appropriately to accomplish goals; addresses divergent opinions.

Cost Consciousness - Works within approved budget; develops and implements cost saving measures; contributes to profits and revenue; conserves organizational resources.

Ethics - Treats people with respect; keeps commitments; inspires the trust of others; works with integrity and principles; upholds organizational values.

Organizational Support - Follows policies and procedures; completes administrative tasks correctly and on time; supports organization's goals and values; benefits organization through outside activities; supports affirmative action and respects diversity.

Adaptability - Adapts to changes in the work environment; manages competing demands; changes approach or method to best fit the situation; able to deal with frequent change, delays, or unexpected events.

Achievement Focus - Sets and achieves challenging goals; demonstrates persistence and overcomes obstacles; measures self against standard of excellence; recognizes and acts on opportunities; takes calculated risks to accomplish goals.

Personal Appearance - Dresses appropriately for position; keeps self well groomed.

Attendance/Punctuality - Is consistently at work and on time; ensures work responsibilities are covered when absent; arrives at meetings and appointments on time.

Dependability - Follows instructions, responds to management direction; takes responsibility for own actions; keeps commitments; commits to long hours of work when necessary to reach goals; completes tasks on time or notifies appropriate person with an alternate plan.

Initiative - Volunteers readily; undertakes self-development activities; seeks increased responsibilities; takes independent actions and calculated risks; looks for and takes advantage of opportunities; asks for and offers help when needed.

Innovation - Displays original thinking and creativity; meets challenges with resourcefulness; generates suggestions for improving work; develops innovative approaches and ideas; presents ideas and information in a manner that gets others' attention.

Judgement - Displays willingness to make decisions; exhibits sound and accurate judgment; supports and explains reasoning for decisions; includes appropriate people in decision-making process; makes timely decisions.

Planning/Organizing - Prioritizes and plans work activities; uses time efficiently; plans for additional resources; sets goals and objectives; organizes or schedules other people and their tasks; develops realistic action plans.

Quality - Demonstrates accuracy and thoroughness; looks for ways to improve and promote quality; applies feedback to improve performance; monitors own work to ensure quality.

Safety and Security - Observes safety and security procedures; determines appropriate action beyond guidelines; reports potentially unsafe conditions; uses equipment and materials properly.

Physical Demands The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is frequently required to stand, walk and sit. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is frequently exposed to moving mechanical parts. The employee is occasionally exposed to wet and/or humid conditions, outside weather conditions and vibration. The noise level in the work environment is usually moderate.

In signing this job description, I am verifying that I understand the requirements, essential functions, and competencies and can perform the duties as stated within:

Employee Name (print)

Employee Signature

Date

Supervisors Name (print)

Supervisors Signature

Date