

**PROCESS ENGINEER – PIPING DESIGN**

Classification: Exempt

Department: Engineering

Reports to: Engineering Manager

Date:

**Position Overview:**

The Process Engineer acts as an engineering administrator to design pathways, execute fieldwork, implement and govern over the design, quotation, and assessment and/or analysis of project designs in the sanitary processes industry.

**Essential Functions:**

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Piping Designer**

1. Prepare design layouts of piping and equipment used in the sanitary processed industry.
  - a. Interpret engineering sketches, specifications, takeoffs or drawings.
  - b. When necessary travel to customer locations, assess the issues and do a field sketching and/or isometric drawing.
  - c. Occasionally consults with customers, engineers, builders and/or contractors to discuss detailed plans and compliance with various codes issues.
  - d. Occasionally check with other subcontractors to see if anything will interfere with project.
  - e. Familiar with applicable codes used in the food, dairy, beverage, pharmaceutical and healthcare industries.
  - f. Recommend modifications or revisions to existing plans, or materials handling, equipment layout, and /or other changes to increase production or improve standards.
  - g. Incorporate new design methods or processes to improve existing operations.
  - h. Estimate material and labor cost for individual projects.
  - i. Communicate with the procurement department to order materials.
  - j. Update any new design or additional issue that may arise with the assigned project in the form of a change order.
2. Oversee multiple projects simultaneously.
  - a. Proactively establish and maintain effective working team relationships with all support departments.
    - Procurement
    - Installation
    - Safety and Compliance
  - b. Ensure each customer receives outstanding service by providing a friendly environment an maintaining solid product knowledge throughout the life of the project.
3. Stay current on existing and emerging products.

**Competencies:**

1. Presentation Skills
2. Problem Solving/Analysis
3. Results Driven
4. Business Acumen
5. Communication Proficiency
6. Collaboration Skills
7. Customer/Client Focus
8. Decision Making
9. Project Management

## **Qualifications and Skills**

### **Education and Experience:**

Any combination of education and experience providing the required skill and knowledge for successful performance would be qualifying. The possession of an Associate degree, technical degree or higher from an accredited college or university with major course work in engineering or other related field; and/or equivalent industry experience.

### **Preferred Education and Experience:**

Bachelor's degree and extensive experience in industry design experience in relation to fluid sanitary piping.

### **Skills:**

Individual must be able to communicate clearly and effectively both orally and in writing. Be able to collect, analyze, and interpret data from a wide variety of sources and take appropriate actions. Demonstrate the ability to carry on a business conversation with business owner and decision makers. Also must have a working knowledge of the Microsoft office suite including (Word, Excel, and PPT).

### **Supervision Responsibility:**

This position has no supervisory responsibilities.

### **Working Conditions:**

This position operates in a professional office environment as well as sometimes in a manufacturing plant and out of doors with adjustable climate activity. When on a job site probable exposure to elements such as odor, noise, dust, heat, cold or chemicals. This role regularly uses office equipment such as computers, phones, photocopiers, plotter, filing cabinets, and fax.

### **Physical Demands/Conditions/Requirements:**

While performing the duties of this job, the employee is regularly required to talk and hear. Also requires standing, walking, bending, twisting, kneeling, stooping, crouching, crawling, balancing and climbing at times. The employee must be able to lift and/or move items over 40 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus; use hands to finger, handle for feel, and reach with hands and arms.

### **Expected Hours of Work:**

Days and hours of work are Monday through Friday, 8:00 am to 5:00 pm. Occasional evening and weekend work may be required as job duties demand.

### **Travel:**

Some travel is expected for this position. Some travel is outside the local area and over night.

### **Work Authorization:**

Employee must be authorized to work in the United States.

### **Other Duties:**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

\*This job in no way implies that the duties listed here are the only ones the employee can be required to perform. The employee is expected to perform other tasks, duties, and training as requested by their supervisor.

\*\* To comply with regulations by the American with Disabilities Act (ADA), the principal duties in job descriptions must be essential to the job. To identify essential functions, focus on the purpose and the result of the duties rather than the manner in which they are performed. The following definition applies: a job function is essential if removal of that function would fundamentally change the job.

**Signatures**

This job description has been approved by all levels of management:

Manager \_\_\_\_\_

HR \_\_\_\_\_

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee \_\_\_\_\_ Date \_\_\_\_\_