



1391 Phelps Junction Rd. PHONE: (315) 548-4040
P.O. Box 118 FAX: (315) 548-4200
Phelps, NY 14532

- Job Description -

Revision N/C

JOB TITLE: Designer

DEPARTMENT: Engineering

JOB DESCRIPTION:

A. Purpose and Scope

The Designer is responsible for the design function of the company. The Designer is also responsible for ensuring the designs conform to the company quality standards.

B. Duties and Responsibilities

- a. Establish procedures for maintaining high standards of quality, reliability, and safety in product designs
- b. Responsible for proposal designs, layout of designs, detail drawings, and parts list development

C. Organizational Relationships

The Designer reports to the Senior Designer and has a support responsibility to all functional directors and managers related to the program/project.

JOB REQUIREMENTS:

A. Education and Training

A two-year technical degree, or equivalent related experience, and/or training or equivalent combination of education and experience is required.

B. Technical Requirements

- a. One to three years of broad technical experience, of which at least one year should be product design
- b. Knowledge of computer-assisted design/drafting equipment and software
- c. Microsoft Office and scheduling software
- d. Good math skills and the ability to think logically and geometrically
- e. Interpersonal skills
- f. Good communication skills both verbal and written

C. Managerial Experience

No prior managerial experience is required.

 1-29-03
General Manager Approval Date