

Job Description
Industrial Engineer
Century International Arms, Inc.
Century Arms, Inc.

Reports to: Director, Engineering
Location: Vermont

Position Type: Full-Time

Summary of Position Mission

Responsible for designing efficient systems that integrate workers, information, machines, energy and materials to make products. The industrial engineer will also design equipment to coordinate production planning to minimize production issues and costs while ensuring products meet quality standards. This position will design, develop and maintain manufacturing routes to maximize effectiveness, efficiency and space. The industrial engineer will also make sure the company complies with all industry standards for safety while meeting design standards and guidelines. This position also works in a support role as needed on complex projects.

Responsibilities

- Determine optimum factory floor layout for capital equipment expansion.
- Develop and refine cost models of manufacturing facilities.
- Run Station optimization studies and design operational layouts.
- Conduct studies in operations to maximize work flow and spatial utilization.
- Develop Tooling plans to support Production and Material flows
- Analyze complex factory operations and supply chains and determine optimum configurations.
- Ensure facility efficiency and workplace safety.
- Perform cycle time and bottleneck analyses.
- Develop and improve work methods.
- Work with functional managers and operation managers to improve productivity, quality, and throughput. Support World Class Manufacturing (WCM) especially for WO (Workplace Organization) and LO (Logistic) pillars.
- Support manufacturing in various IE and WCM related assignments and projects.
- Perform resource planning/leveling/adjustments per the factory's volume adjustments.
- Perform Direct Labor, Indirect Labor, and Ergonomic Studies to optimize workforce balance and capability requirements.
- Interact with production management on a daily basis on all matters relating to productivity and utilization..
- Responsible for evaluating and recommending new technologies to support new and existing product lines.
- Ensure information and documentation is consistently accurate.
- Provide technical reports in-house and to the technical community.
- Attend training sessions, seminars, and conferences to expand job knowledge and skills repertoire.
- Actively participate and support the 5S process within the work area on a daily basis
- Protect organization's value by keeping information confidential.
- Support and adhere to all ISO standards applicable to the Company.
- Wear all necessary Personal Protective Equipment directed by the Company at all times.
- Demonstrates sound working knowledge of firearms safety.
- Maintain and keep workstation and department area clean.
- Immediately act on any maintenance and/or safety issues presented.
- Demonstrate a positive attitude toward co-workers, other department and the Company.
- Maintain respect, courtesy and professionalism toward all co-workers and the Company.
- Communicate clearly and effectively with co-workers and management.
- ***Other duties assigned as required.***

Qualifications & Knowledge Required

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To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. These requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Bachelor of Science in Engineering or equivalent combination of education and experience. Industrial/Systems/Manufacturing Engineering degree preferred.
- 3+ years' experience working in a manufacturing/production environment required.
- Knowledgeable of manufacturing process and Lean principles.
- Must have strong interpersonal / relationship building skills.
- Demonstrated strong knowledge of firearms manufacturing and metals machining.
- Must be able to read and interpret technical drawings.
- Must be familiar with ISO processes.
- Demonstrated knowledge of project management principles.
- Capability to develop a project plan and to manage a project to completion.
- Skill in the use of Microsoft Office tools required.
- Experience in the use of ERP programs i.e. SolarSoft, a plus.
- Highly motivated problem solver with meticulous attention to detail.
- Travel as required, and may include travel to overseas locations..

Working Conditions

Work is normally performed in a climate-controlled office environment and throughout a heated manufacturing and warehouse facility. Exposure to conditions of extreme heat/cold, poor ventilation, fumes and gases is very limited. Noise level is moderate and includes sounds of light manufacturing, shipping and receiving, and normal office equipment (computers, telephones, etc.). No known environmental hazards are encountered in normal performance of job duties.

Physical Demands

The physical demands and work environment characteristics 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:

- Be able to lift objects commonly found in offices, up to 20 lbs.
- Able to work at a computer for long periods of time.
- Some repetitive motion required.
- 40 hours per week (Monday through Friday), however, project timelines and work volume/deadlines may require more than 40 hours per week to complete essential duties of this job.
- Flexibility to work early mornings, evenings and weekends as needed.
- Some travel may be required via car or plane between Century Arms' facilities and/or other locations.
- Must have mental processes for reasoning, remembering, mathematics and language ability (reading, writing and speaking English language) to perform the duties proficiently

Disclaimers

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- This job description should not be interpreted to be a complete list of all the duties and responsibilities performed by the jobholder. To maintain organizational flexibility, management has the discretion to add, drop or change at any time the duties, responsibilities and expectations of this job.
- This job description does not constitute an offer of employment, continuous employment or an employment contract. We are an at-will employer and either you or the employer may terminate the employment relationship at any time, for any legal reason or for no reason.

Employee Signature:		Date:	
Witnessed By:		Date:	
Last Updated By:	Jim Hester	Date:	24-Nov-20