**SolidWorks Designer**

**SolidWorks Designer Responsibilities:**

* Create and revise drawings and BOM types; machining, fabrication, assembly, general arrangement, labels, wiring diagrams, and electrical schematics
* Understand and show compliance with product requirements including regulatory requirements
* Utilize specifications, manuals, catalogs, datasheets, online tools and other data to design or select parts
* Complete CAD-related analysis like tolerance studies, geometric analysis, interference checks and mass property determination
* Create concepts based on input from marketing, sales, quality, manufacturing, testing and customer support representatives
* Act as drafter, reviewer, or releaser of drawings
* Support CAD best practices like parametric design, database and template creation, feature creation in a sequence that matches real-world manufacturing, and a dimensioning scheme of the CAD model that matches drawings
* Determine the appropriate detail of CAD work
* Learn and use Enterprise Resource Planning (ERP) Software like document control workflows, parts database queries, shared drives, and a quality management system
* Develop plans on how to best execute a new design or revision. Understand the immediate problem or goal, then study a part, assembly, or idea to determine feature creation sequence, references, dependencies, and constraints. Use this knowledge to efficiently execute a scope of work
* Advise engineering on the latest CAD software capabilities
* Consider design details like ease-of-manufacture, cost, obsolescence, function feasibility, and backwards compatibility. Consider revision impact like disposition of raw material, work in progress, and field parts
* Specify Geometric Dimensioning and Tolerancing (GD&T)
* Consistently focus on continual improvement of our team culture
* Humble, willing to sacrifice self-interests for the success of the team
* Contribute to the on-time completion of programs and regular reports on the status of projects
* Work closely with the manufacturing teams in generating layout concepts and system configurations that consider the best balance of cost, performance and reliability

**Manufacturing Engineer**

**Manufacturing Engineer Responsibilities:**

* Provide Accurate drawings of parts and assemblies for Quality Control and ease of manufacturing
* Verify BOMs to ensure they are accurate and up to date with models
* Provide part numbers and models to be quoted and purchased
* Maintain proper naming structures and other identifiers for a clear and concise system

**Information Technology**

**Information Technology Responsibilities:**

* Act as support for Cynergy Technology
* Maintain local servers via backups and updates
* Set up new users into the system and provide access to all needed resources
* Discern technical issues and provide solutions to fix issues found
* Assess servers after power loss and correct any start up issues found
* Submit work tickets with Cynergy Technology and coordinate times for upgrades and/or maintenance

**Software Support**

**Software Support Responsibilities:**

* Assist main software designers in handling updates, exceptions, test cases, and implementation of JESS code
* Practice good coding standards for clarity and readability
* Provide support for errors in selection software
* Documents and correct errors for which support was provided
* Maintain any code review or Kanban boards used for project tracking
* Stay up to date with changes or updates to the software
* Once JESS is released, Maintain program main provided needed updates
* Implement specific cases into JESS where applicable

**Selection Engineer**

**Selection Engineer Responsibilities:**

* NOTE: (Currently a result of JESS not yet being launched)
* Provide performance for selections requested by Sales Reps
* Format responses to clearly and effectively convey information to other engineers
* Run accurate selection from the information given by the sales reps
* Inquire about needed data points to ensure Sales Reps are receiving accurate, high quality reports
* Answer and questions accurately and in a prompt manner
* Provide reasoning for decisions if an explanation may be necessary
* Once JESS is released, Run selections for Special requests that are outside of the scope of JESS

**Miscellaneous Other Duties**

* Provide Instruction and Guidance for Napps Tech Intern for the various processes they are asked to run