

## 1. Specification

- 1.1. Demonstrate the ability to provide attention to details when performing engineering calculations and/or reviewing drawings.
- 1.2. Demonstrate an understanding of engineered systems during the design process to provide with conformance to required specifications and contracts.
- 1.3. Demonstrate the ability to develop ideas during the planning, commencement and design stages of a project.
- 1.4. Proactively identify and author Requests for Information (RFI's) during the planning and design development stages to avoid delays, field discrepancies and claims.

## 2. Responsibilities

- 2.1. Review the drawings created by the designers/detailers.
- 2.2. Attend kickoff meeting and progress meetings and provide report to the Design/Engineering (D/E) department.
- 2.3. Assist in facilitating interdepartmental communication.
- 2.4. Assist in producing structural calculations for Bunting products (inclusive of foundation evaluation and/or design, architectural metals, building metal envelopes, ornamental metals and miscellaneous metals).
- 2.5. Assist reviewing Engineering Vendors calculations as directed by department manager.
- 2.6. Assist Material Requirement Planning (MRP) team in understanding the D/E drawings created by the D/E department more effectively.
- 2.7. Challenge assumptions and think innovatively to solve complex problems creatively.
- 2.8. Assist providing value engineering to ensure efficient production within the project budget and collaborate with Project Management and Production leaders to plan, design and implement practical and cost effective solutions.
- 2.9. Communicate design intent to production and project management by creating technical ID specifications detailing fit, finishes, etc.
- 2.10. Be able to demonstrate an understanding of manufacturing and fabrication processes and shop production methodology.
- 2.11. Sketch engineering concepts for designer/detailers to facilitate the creation of drawings.
- 2.12. Assist with standards and procedures relevant to the D/E department.
- 2.13. Assist with building and creating tools to standardize calculations process and make it efficient.

## 3. Technology

- 3.1. Working knowledge of design and engineering software (extensive experience with these software packages a plus) — AutoCAD, MathCAD, RISA 3D
- 3.2. Enterprise resource planning (ERP) software — DRADIS proprietary software; FileMaker
- 3.3. Experience in using MS Excel and other general-purpose software, particularly for use in developing engineering calculations — Microsoft Excel, Word
- 3.4. Experience in customer relations, communication, and project management.
- 3.5. Proficient written and oral communication skills.

## 4. Qualifications

- 4.1. Education
  - 4.1.1. Bachelor's degree in Civil Engineering with a structural concentration;
- 4.2. Experience & Job Training
  - 4.2.1. 0-3 years of experience working in as an engineer in manufacturing or construction environment.
  - 4.2.2. E.I.T. certification Required.
  - 4.2.3. Working knowledge of codes and standards related to architectural products (AISC, ASCE, IBC, etc.).
  - 4.2.4. Working knowledge of metal fabrication, construction and installation means and methods.