

Job Title	Manager's Job Title	Department
Title: Electrical Engineering Supervisor (P. Eng)	Engineering Manager	Engineering
Job Summary		
<p>Reporting to the Engineering Manager, this position will supervise the electrical and electronics engineering team, including programmers and technologists and junior staff (EITs, etc.). As part of the team, participate in new product development and sustaining engineering activities, such as design, upgrades, modifications, design reviews, testing and validation, documentation, and reports.</p>		
Job Duties		
<ul style="list-style-type: none"> • Collaborate with Engineering Manager to develop and mentor team members to improve department knowledge and quality • Supervise electrical and electronics team including performance evaluations of direct reports against their job requirements and performance to goals. • Manage COGS, bill of materials and redlines of several designs. • Manage engineering changes, including drawing revisions, supply chain changes, and in-progress build changes. • Create detailed electrical designs and schematics, and conduct validation testing, commissioning, and troubleshooting. • Review, check and stamp electrical drawings produced by EITs or other electrical engineers. • Act as Responsible Member for GPT per Professional Practice Management Plan • Assist with schedule, planning and cost estimation of new products, custom products, and other R&D projects. • Assist sales with applications of existing, custom and new products. • Provide training to customers, sales, field service and engineering as required. • Champion of Quality Management System policies, including Quality Assurance/Control and Safety policies 		
Job Requirements		
<ul style="list-style-type: none"> • Post-secondary education in electrical or electronic engineering • 8+ years of related experience • P. Eng is required. • Knowledge and understanding of mechanical-electrical equipment and fundamentals. • Supervisory experience is an asset. • Design background, AutoCAD or equivalent • Experience in a manufacturing environment is an asset. • Experience with data communication protocols such as Modbus and CAN bus, as well as Internet of Things (IoT) is an asset. • Detail Oriented • Proven analytical, problem solving, problem management, and conceptual skills, including the ability to make practical decisions from assessing large amounts of data. • Dedication to continuous improvement. • Must have excellent interpersonal skills and ability to coordinate activities within a diverse team. • Ability to work effectively cross-functionally. 		

Competencies
<ul style="list-style-type: none"> <p>• Problem Solving Is familiar with methodologies in root cause (RCA) and troubleshooting, and using these to drive preventative actions and new concepts. Can see hidden problems. Looks beyond the obvious and doesn't stop at the first answer.</p> <p>• Customer Focus Is dedicated to meeting the expectations and requirements of internal and external customers.</p> <p>• Technical Skills Has the functional and technical knowledge and skills to do the job at a high level of accomplishment.</p> <p>• Decision Quality Makes good decisions based upon a mixture of analysis, wisdom, experience and judgement. Most of their solutions and suggestions turn out to be correct and accurate when judged over time. Sought out by others for advice and solutions.</p> <p>• Drive for Results Can be counted on to achieve goals successfully. Bottom-line oriented. Steadfastly pushes self and others for results.</p> <p>• Directing Others Is good at establishing clear direction. Sets stretching objectives. Distributes the workload appropriately. Lays out work in a well-planned and organized manner. Maintains two-way dialogue with others on work and results. Bring out the best in people. Is a clear communicator.</p> <p>• Priority Setting Spends their time and the time of others on what's important. Quickly zeros in on the critical few and puts the trivial many aside. Can quickly sense what will help or hinder accomplishing a goal. Eliminates roadblocks. Creates focus.</p> <p>• Planning Accurately scopes out length and difficulty of tasks and projects. Sets objectives and goals. Breaks down work into process steps. Develops schedules and task/people assignments. Anticipates and adjusts for problems and roadblocks. Measures performance against goals. Evaluates results.</p> <p>• Timely Decision Making Makes decisions in a timely manner, sometimes with incomplete information and under tight deadlines and pressure.</p>
Work Conditions
<ul style="list-style-type: none"> • Walking/Standing • Sitting/Computer work.