

Techshot, Inc.

Internal Positioning

Position: Electrical Engineer
Reports To: President & CEO
Education Requirement: Bachelor's degree Electrical Engineering from four-year college or university; or equivalent.

SUMMARY - Design, develop, analyze, and/or test electrical components, equipment, and systems.

DESIRED ATTRIBUTES:

- Self-starter
- Self-disciplined
- Good organizer and planner
- Highly motivated, enthusiastic, creative and independent
- Excellent presentation and communication skills, both written and verbal

QUALIFICATIONS

- Effective written and oral communication skills
- Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.
- Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

ESSENTIAL DUTIES AND RESPONSIBILITIES include, but are not limited to, the following:

- Design of electrical equipment, facilities, circuit boards, components, products and systems for commercial, industrial, or governmental projects.
- Responsible for producing accurate documentation such as electrical schematics and appropriate analysis of designs. This includes identification of applicable standards and instructions.
- Identifies parts for a design to meet project specifications. This may include the selection of NASA or DoD preferred parts.
- Confer with customer to clarify or resolve problems and develop project designs.
- Implementation of all applicable quality procedures. This may include the development of needed work instructions or procedures.
- Compile information and documentation for design reviews, verifications, and presentations.
- Conduct applicable reviews, meetings, and technical presentations.
- Directs and coordinates manufacturing or building of circuit boards and final product.
- Prepare and/or assist with project reports, monthly status reports, teleconferences, and all written/oral communications with, and required by, the customer.
- Develops and analyzes operational, test, and research data to establish performance specifications for newly designed products.
- Works on project team (internal engineers and scientists) to develop electrical designs (systems, sub-systems, and components) for projects.
- Directs supporting personnel as required to complete electrical design tasks (i.e. technicians).
- Assist with business development activities by preparing quotes, estimates, and proposals.
- In addition to these responsibilities, assistance with additional tasks deemed suitable by the Chief Operating Officer will be requested from time to time. Detailed instructions will be given in accordance with each task when assigned.

To apply, please email your résumé to: careers@techshot.com

Or mail to: Human Resources Department, Techshot, Inc., 7200 Highway 150, Greenville, IN 47124