

## ENGINEERING PROGRAM MANAGER

**Department:** Engineering  
**Reports To:** Director of Engineering  
**FLSA Status:** Exempt  
**Updated:** 08.15.2018

Working at Eckhart is an opportunity to directly impact the future of American manufacturing. We are an Industry 4.0 leader committed to developing advanced manufacturing solutions that enhance the quality of life. Our AUTOCRAFT™ autonomous guided vehicles and FLEXCHECK™ collaborative robotic error-proofing systems lead the market in reliability and dependability. Our suite of solutions includes AGVs, collaborative & traditional robotics, 3D printing, conveyance & automation, highly engineered weld fixtures, lift-assist & ergonomic tooling, and mechanical & electrical engineering services. Our solutions improve employee safety, product quality, and productivity at the largest companies in the world.

Eckhart invests in people because we believe it is our people who differentiate our solutions and our company from our competitors. For over 40 years our company has committed dedicated creative minds to conceptualize and design custom manufacturing solutions for industry. Our customers span medical devices, food, consumer packaged goods, aerospace, automotive, industrial machinery, commercial construction, household appliances, and farm machinery & heavy trucks. We thrive solving our customers' most difficult problems and find satisfaction when customers receive safe and efficient turn-key solutions that enhance their quality of life.

### Description

From ergonomic lift-assist solutions, that help manufacturers transfer raw material and large components to points of assembly in factories, to turn key fully integrated controls that empower manufacturing companies to identify parts, confirm work sequences, and monitor product quality, our team loves creativity and ingenuity. We work closely with our customers to ensure their design to installation experience at Eckhart is exceptional.

Our design team works with the largest companies in the world to transform how things are made. Having a passion for examining “the way it’s always been done” and seeking out a new and better way is a leadership trait we value. Program Managers are responsible for managing customer requirements/expectations regarding quality, cost, and delivery. This individual will lead a team of project engineers, designers and detailers to apply sound engineering practices to design industrial ergonomic systems and automated tooling. The individual must possess and apply working knowledge of solid modeling, layout drawings, functional specifications, and engineering standards.

### Essential Duties and Responsibilities:

- Manage customer scope of work to ensure all contractual terms and conditions are met
- Establish/maintain all project timing, financial aspects and key milestones within the ERP system
- Define project scope, goals and deliverables that support customer expectations
- Develop, maintain and deliver progress reports
- Monitor and manage customer requirements, quality, cost and timing elements of assigned projects
- Proactively manage changes in project scope, identify potential crises and create contingency/recovery plans
- Coach, mentor, and motivate assigned team members and establish accountability for their assigned work

- Demonstrate professionalism in all activities and provide efficient service to internal and external customers
- Must be able to communicate effectively with co-workers and customers both orally and written
- Must be able to travel within the continental US

### **Qualifications:**

- Excellent communication (verbal and written) and interpersonal skills
- Financial Management skills
- Must be able to successfully communicate with internal and external customers who come from a broad spectrum of disciplines
- Excellent business management and developmental skills
- Leadership qualities
- Technically competent with various software programs
- Adept at conducting research into project-related issues and products
- Must be able to learn, understand and apply new technologies
- Must possess strong planning and organizational skills
- Must be able to bring project to successful completion
- Must be able to effectively prioritize and execute tasks in a high-pressure environment

### **Education and/or Experience:**

A four year degree in engineering (Mechanical or Electrical), manufacturing technologies or a related field is preferred; minimum two years is required. At least three years of engineering related experience. At least two years of experience managing multiple projects. Prefer at least three years of 3D solid modeling experience using programs such as Unigraphics, Solidworks, Catia, Creo and AutoCAD. Prefer strong automotive experience & understanding of how bill of materials get released.