

Careers - Programmer / Project Manager

Successful applicant will possess the following qualifications:

A desire to WIN with a "CAN DO" attitude, drive and determination, uncompromising work quality/giving and accepting only the best, team work and knowledge sharing, reliability and follow through.

ACCOUNTABILITIES:

- Data file management – ensuring correct revision level and file storage; in collaboration with Technical Sales, the Programmer/Project Manager will ensure that criteria for all quotations/jobs is collected from the client
- Process Planning – Utilize approved/standard process methodologies, creating sound process plans with the goal of securing work while maintaining set profit margins
- Data Entry – Responsible for entering process planning data into ERP system including work centre hours, materials, sub-contractors, special tooling and shipping costs
- Material Acquisition & Sub-Contractors – Responsible for sourcing suitable suppliers and sub-contractors and ensuring accurate criteria is supplied to vendor
- Special Tooling Acquisition – During instances where special non-standard/non-stock tooling may be required to complete a project, the Programmer/Project Manager will engage the R&D Manager to source appropriate options
- Customer Communications – Collaborate with Technical Sales to determine who communicates pricing and timing to client
- Project Confirmation – Responsible for ensuring the client is emailed confirmation of order acknowledgement and follow through with Technical Sales
- NCRS – Responsible for communicating manufacturing issues and questions as they arise and collaborating with Quality Assurance in the NCR process
- Programming – Responsible for ensuring that approved Standard Programming Processes are utilized to supply efficient, safe programs to the Shop Floor
- BeST Brainstorming – In collaboration with the R&D Manager, participating in brainstorming/BeST meetings
- BeST Testing/Experimentation – In collaboration with the R&D Manager,

participating in testing, experimentation and documentation efforts

QUALIFICATIONS:

- High school diploma or equivalent combination of formal education and experience
- 5 years CNC Machining and/or Programming experience in a Tooling Manufacturing environment
- CAD/CAM, Microsoft office proficient

PREFERRED:

- Aerospace and/or Automotive Tooling industry experience.

If your qualifications meet our criteria we invite you to forward your resume to HUMAN RESOURCES.

We thank all interested candidates; however only those selected for an interview will be contacted.