

Mechanical Engineer

Job Code: 6947

Salary Grade: S10

FLSA Status: Exempt

The following statements are designed to outline the general functions and typical responsibility levels associated with positions in this classification. They are not intended to serve as an exhaustive list of specific duties or requirements for individual positions assigned to this classification.

Duties and Responsibilities

Designs, modifies, and tests mechanical parts, components, equipment, and mechanical systems using analysis and computer aided design.

- Designs, develops, and tests mechanical components, equipment, and machinery.
- Identifies operating and installation problems and recommends solutions.
- Develops specifications for the selection, application, and installation of mechanical equipment.
- Develops mechanical/structural system requirements and assists in the development of project requirements and specifications, including costing, lead times and alternative solutions.
- Provides periodic progress reports for current projects.
- Provides direction and guidance to personnel, ensuring that personnel supervised are informed of and adhere to established health and safety practices associated with assigned tasks.
- Assists in the preparation of documentation for new budget requirements and overall project cost estimates.
- Performs various duties as needed to successfully fulfill the functions of the position.

Minimum Qualifications

Education:

Required: Bachelor's degree.

Equivalency/Substitution: Will accept 48 months of related experience in lieu of the Bachelor's degree for a total of 84 months of related experience.

Experience:

Required: 36 months in mechanical engineering work/military experience.

Certifications or Licenses:

- Valid Driver's License
- Registration as Professional Engineer or ability to obtain license within six months of employment

Verification of education and licensure (if applicable) will be required if selected for hire.

Knowledge, Skills, and Abilities

- Able to communicate well and build rapport quickly with students, faculty, and staff
- Advanced math skills
- Proficiency in the design, analysis, modeling, integration, and testing of mechanical components
- Experience with common metal manufacturing and fabrication processes
- Read and understand complex written materials such as blueprints, metrics, or technical manuals
- Highly organized and able to handle multiple projects and deadlines
- Able to work well with interdepartmental teams and initiatives
- Able to effectively evaluate projects/programs and produce comprehensive reports

Working Conditions

Physical:

Ability to engage in repetitive motion. Lift up to 50 lbs.

Environment:

Occasional exposure to dust, fumes, and odors.

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