



GRAHAM ENGINEERING

JOB DESCRIPTION

Title: Mechanical Engineering Manager

Date: August 2018

Reports to: VP of Engineering

Review Date: August 2018

Location: York, PA

FLSA Classification: Exempt

Background:



Over half a century ago, industrial entrepreneur Donald C. Graham

founded a design engineering firm in a farmhouse basement in central Pennsylvania. From this emerged several leading, global manufacturing businesses spanning packaging, capital equipment and building products industries. As of year-end 2011, the legacy operating businesses that share the Graham heritage collectively operated in more than 90 locations worldwide and generated approximately \$3.5 billion in annual revenues. In more recent years, this alliance has grown to include several substantial, independent investment management businesses also holding the common Graham legacy. Based in York, PA, a tenured team of operating and investment professionals actively oversee several of the legacy operating businesses that bear the Graham name, as well as an investment management business managing assets exceeding \$1.25 billion.

About Graham Group (www.grahamgroup.com)

A Company with Three Strong Brands:



The global standard in wheel & industrial extrusion blow molding solutions™

With more than 400 solutions installed in customer locations in 20 countries, Graham Engineering Corporation (GEC) is the global standard in wheel & industrial extrusion blow molding solutions. GEC technology is known worldwide for quality, reliability, and productivity. GEC offers package design, development & plastic processing expertise along with monolayer, multilayer & barrier extrusion blow molding equipment & technology upgrades. With the flagship Graham wheel, leading accumulator head technology & bottle machinery, GEC systems produce billions of plastic containers of all shapes & sizes, industrial & automotive parts each year. About GEC (www.grahamengineering.com)





The preferred provider of engineered solutions for plastic, rubber & silicone extrusion™
Custom is our standard™

Specialized in solving customer challenges, American Kuhne (AK) is the preferred provider of engineered solutions for plastic, rubber & silicone extrusion. AK solutions comprise standard and custom single screw extruders, feed screws, extrusion systems & specialized turnkey systems for medical tubing, laboratory, narrow web, pipe, tubing & profile systems. Beginning with the customer’s application & applying decades of processing expertise along with in-house screw design, each AK solution is designed to meet exacting specifications. It is then manufactured & tested by an experienced team of professionals & supported throughout its life with parts & service. About American Kuhne (www.americankuhne.com)



The global standard in high performance sheet extrusion solutions™

Welex is the global standard in high performance sheet extrusion solutions. With over four decades of leadership, innovation and performance, Welex leads the industry with solutions installed in more than 3,000 customer locations in 69 countries. Welex innovations include co-extrusion and multi-layer methods that lead the industry as well as dozens of barrier lines installed globally. Each Welex solution is designed, manufactured, commissioned and supported throughout its life by an experienced team of professionals. Welex continues to evolve its solutions in an increasingly competitive global market creating a new standard by reducing capital and operating costs, resulting in accelerated return on investment with a trusted brand. About Welex (www.welex.com)

Current Products:



- Extrusion Blow Molding
- Rotary Wheel
- Shuttle & Shot Pot
- Accumulator head



- General purpose extruders
- Medical tubing solutions
- Screw design



- Sheet extrusion solutions
- Multi-layer & barrier



Position Summary:

The Mechanical Engineering Manager is responsible for the supervision and direction of all aspects of mechanical engineering functions within the assigned product lines, as well as ensuring that projects are completed on time and within budget. The Mechanical Engineering Manager is in charge of leading and guiding mechanical engineering support and continuous improvement activities for our extrusion equipment including new machinery, retrofit solutions, and mechanical developments.

Essential Responsibilities and Priorities:

Operational Management

- Develop and implement technical strategies and mechanical developments by leading, supervising, and directing all aspects of mechanical engineering functions within the assigned product lines.
- Implement and develop mechanical engineering tools, policies, processes, and procedures to increase the efficiency of the mechanical engineering department in areas of project scheduling and CAD software for solid modeling.
- Ensure that all mechanical hardware designs, bills of materials, and assembly drawings are completed on time and within budget by prioritizing and allocating both internal and external mechanical engineering resources.
- Work with the VP of Engineering and other departments to establish mechanical engineering costs, time schedules, required resources (both internal and external), and task assignments for each project.
- Provide technical support to the sales team by meeting with customers to present and review equipment features and functions.
- Identify and manage technical risks specific to mechanical engineering functions and promptly escalate issues to the VP of Engineering that affect people, product safety, delivery, or cost.
- Provide input and guidance for overall mechanical development initiatives that solve common issues and deliver new features based on customer feedback, retrofit implementation, and field service experience.
- Ensure that mechanical engineering updates, non-conformances, and ECNs are adequately developed, tested, documented and delivered.
- Ensure that mechanical engineering design reviews are completed and documented as required.
- Provide mechanical engineering support to all departments during procurement, assembly, testing, installation, and final acceptance of equipment.
- Reduce the cost of our products by analyzing feedback from our customers, service team, operations team, sales team, and suppliers.
- Ensure compliance with applicable regulatory codes; specifically ANSI and CE.
- Provide technical support of machinery as needed, including service calls, troubleshooting and problem solving.
- Work closely with the management team to ensure a harmonized engineering approach across all product lines and throughout the organization.
- Support the technical documentation department by reviewing technical manuals and work instructions to ensure that the subject matter is accurately represented.
- Prepare mechanical engineering reports for management meetings.
- Utilize a hands-on approach to support mechanical design for our equipment and development projects through the use of 3D modeling tools.
- Stay informed of key technical developments and innovations within the industry through technical publications, annual seminars, and continuing education opportunities.



- Understand, communicate, and strictly enforce the Safety and Health program within the mechanical engineering team.
- All other duties as assigned.

Personnel Management

- Recruit, coach and develop staff.
- Motivate staff and provide technical direction and guidance, as well as hands-on project management.
- Maintain appropriate communications by keeping direct reports informed of company and individual department plans and progress.
- Execute the organization's strategic initiatives by establishing and communicating annual goals and objectives for staff members.
- Manage paid time off (vacation, sick, holiday, etc.) for direct reports.
- Complete annual performance appraisals for each staff member.

Essential Skills and Qualifications include:

Education

- Bachelor's degree in Mechanical Engineering.

Experience

- Minimum of 8 years of machine control design experience preferably in a heavy manufacturing environment.
- Background in plastics processing equipment with experience in extrusion blow molding, sheet and machinery development preferred.
- Demonstrated team building and leadership skills.

Essential skills, behaviors:

- Demonstrated understanding of CAD authoring tools for solid modeling including Creo, Solidworks, and AutoCAD.
- Demonstrated understanding of FEA analysis tools.
- Strong understanding of electro-mechanical systems including hydraulics and pneumatics.
- Excellent technical communication skills, including: Word, Excel, PowerPoint, Access, and Email.
- Demonstrated interpersonal, communication, and leadership skills in a team environment.
- Strong organizational skills.
- Strong analytical and troubleshooting skills.
- Ability to work across all functions/levels as part of a team.
- Ability to work under pressure and meet deadlines.
- Excellent written and verbal communication skills.
- Commitment to our organization's objectives and values.

Direct reports: Mechanical Engineers and Mechanical Designers

Travel required: Moderate (may include international)

Dominant Physical Requirements & Essential Job Functions:

- This position requires the incumbent to be extremely mobile to attend various meetings, assist customers and meet with individuals on the production floor.



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- The incumbent must be able to effectively communicate with employees at all levels within the organization.
- Regular and predictable attendance is an essential job function.
- Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.