

JOB POSTING



POSITION: Processing Project Leader
DEPARTMENT: Engineering
REPORTS TO: Engineering Manager

POSITION SUMMARY:

- Responsible for leading Processing Engineering projects. Member of the Engineering team and representing the Shred-Tech Processing technical position with suppliers and customers.

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RESPONSIBILITIES:

Strategy

- Execution of Processing Engineering goals and objectives as set by the Processing Team Leader and Engineering Manager.

Product

- Responsible for adhering to Shred-Tech Project Management Procedure as laid out in ST Quality System.
- Upon Project Assignment, is responsible for all aspects of Project Management Contract Review to Final Test of System.
- Performs/supervises equipment testing to ensure performance expectations are validated.
- Accountable for ensuring that the function, cost, and timing targets for each project are achieved. Responsible for advising Processing Team when there is concern that these targets are at risk.
- Acts as a Project Leader to routinely carry out assignments of considerable variety requiring a sound understanding of Mechanical Engineering Principals and Practices.
- Prepares Engineering documentation, drawings, BOM's, ECN's and Product Manuals.
- Creates Sales Proposal Drawings using CAD skills to assemble components from other Shred-Tech systems. Calculates hopper volumes, equipment weights, system capacities etc.
- Service support.
- Quality Assurance support.
- Production support.

Team

- Responsible for supervision of projects they have been assigned to manage.

Process

- Adhere to and follow all business processes.

Financial

- Propose cost improvement opportunities.

QUALIFICATIONS:

Education: Technologist certificate from an accredited educational institution. Engineering degree from a recognized University, P.Eng eligibility and Professional Project Management Certificate would be an asset.

Experience: 5-8 years of Engineering system Concept and Design experience, including experience with Material Handling, Classification and Reduction equipment. 3-5 years project management experience. Working knowledge of North American and European Safety Codes. Training in pneumatics and hydraulics theory would be an asset.

Specific Skill, Ability and Knowledge:

Demonstrates professional communication skills in dealing with customers and suppliers. Is responsible to obtain concise, accurate, design criteria that are supported by written customer approvals. Also Interacts with Sales, Purchasing and Manufacturing personnel in a professional, mature fashion. Travels to customer's site to commission project as required. Must have training and experience in Solid Works (or comparable solid modeller), AutoCAD 14/2000, MS Word, Excel, Access, and Microsoft Project.

WHAT MAKES SHRED-TECH A GREAT PLACE TO WORK?

We're ambitious and we expect our team to give their best effort to achieve the goals we set together. In return, we invest in people who are committed to growing with us. We offer:

- Excellent company paid benefits after probation, including extended healthcare, dental, vision and employee assistance program
- Group RRSP with company matching after 1 year
- Safety boot reimbursement up to \$150
- Prescription safety glass program
- Opportunity for growth through internal recruitment
- Social events throughout the year, including BBQ's, golf tournament, holiday party for adults and more!

ABOUT SHRED-TECH:

Shred-Tech® is globally recognized for designing and manufacturing first-class shredding & recycling systems to cost-effectively meet our customer's waste reduction and recycling needs.

HOW TO APPLY:

Please send a resume and cover letter to resumes@shred-tech.com. If you have any questions about this or any other career opportunities at Shred-Tech, please contact us.

At Shred-Tech, we value diversity and work to ensure all employees and candidates have equal opportunities to succeed. Should you require accommodations of any kind to apply for this position, please contact us. Accommodations are available during all stages of the recruitment process in accordance with the Human Rights Code.

February 15, 2019