

Job Description

Process Engineer



Job Location	Employment Type	Pay Scale	Work Schedule
Decatur, IL 62521	Full-Time / Salary	\$60,000 to \$72,000	Monday – Friday, 6:30 am to 3:30 pm

Job Summary

The Process Engineer is responsible for developing, optimizing, and sustaining manufacturing processes in an Electronics Manufacturing Services (EMS) environment, and ensuring production lines meet quality, cost, and delivery goals.

Supervisory Responsibilities

- Responsible for Engineering (EA) and Process (PA) time coordination.
- Provide input for management on employee reviews.

Duties/Responsibilities

- Oversee the design and validation of PCB assembly processes (Surface Mount Technology (SMT), Wave Solder, Selective Solder, Conformal Coating, Box Build, Test, Final Assembly, etc.), implement improvements to increase yields and reduce costs, and maintain proper documentation.
- Oversee the design of fabricated tooling. (i.e., SMT Stencils, PCBs, SMT process pallets, Wave Solder process pallets, Conformal Coating process pallets, etc.)
- Ensure all processes are properly documented through controlled work instructions, setup sheets, and process flow diagrams.
- Specify and implement new manufacturing equipment, ensuring alignment with process requirements.
- Ensure compliance with IPC, ISO standards, and lead root cause analysis for defects.
- Lead New Product Introduction (NPI) as defined by management.
- Utilize data tools for performance monitoring, develop metrics, and present updates to management.
- Perform other duties as assigned.

Required Skills/Abilities

- Computer Skills – Microsoft Office (Excel, Outlook), Aimnet, and Epicor
- Strong knowledge of ERP/MES systems (SAP, Oracle, Aegis)
- Strong knowledge of SMT processes (stencil design, solder paste printing, reflow profiling, and pick-and-place optimization).
- Familiarity with IPC-A-610, ISO 9001, and other relevant standards.
- Strong attention to detail and manual dexterity for handling small components.
- Good communication skills and the ability to work collaboratively in a team environment.

Education/Experience

- Associate's degree in a relevant engineering field (Mechanical, Electrical, Industrial, or Manufacturing Engineering) or High school diploma or equivalent with two to four years' experience in the ECM space.
- Prior experience as a Process Engineer or in a similar role within the electronics manufacturing industry is preferred but not required.

Physical Demands/Working Conditions

- Ascending or descending ladders occasionally.
- Stoop down to complete work tasks occasionally.
- Kneel and/or crouch to complete work tasks frequently.
- Extend your hand(s) and arm(s) in any direction at any height frequently.
- Remain standing and/or sitting in a stationary position for prolonged periods frequently.
- Moving about to accomplish tasks, particularly for long distances or moving from one workstation to another frequently.
- Pushing and/or pulling objects of varying weights in all directions on a rare basis.
- Lifting objects up to 20lbs frequently, objects up to 50lbs occasionally, and objects up to 75lbs on a rare basis.
- Use of finger dexterity, ability to grasp, and ability to differentiate size and shape with fingertips frequently.
- Frequent repeated motions that may include the wrists, hands, and/or fingers.
- Frequent communication with others to exchange information.
- Frequent exposure to machining hazards, specifically proximity to moving mechanical parts.
- Frequent exposure to hazardous materials, specifically chemical hazards in the form of SMT paste, Flux, Solder, Coating, Potting, etc.
- Rare exposure to atmospheric conditions, specifically fumes or odors from Conformal Coating.
- Rare exposure to areas that can cause claustrophobia, such as narrow aisles or passageways.
- Exposure to outside environmental conditions on a rare basis.

Benefits

- Insurance (Medical, Vision, Dental, etc.) available after 60 days of employment.
- Paid holidays and 2-week vacation time available after 90 days of employment.
- Traditional/Pre-Tax or Roth 401(k) options with company matching available after 90 days of employment.