|  |  |  |  |
| --- | --- | --- | --- |
| **Job Title:** | Production Technologist | **Job Holder:** | TBD |
| **Division:** | Operations | **Grade:** | TBD |

|  |
| --- |
| **Job Purpose:** |
| Production Technologists effectively and reliably execute SEA Canada’s production activities through the implementation of appropriate processes, controls, and equipment. They support the design, development, maintenance and testing of products, components and tooling.  Production technologists are organised and methodical, with an inquisitive mindset, and are practical problem solvers with a keen eye for detail. They are able to work to plans, self-manage the completion of assigned tasks and think creatively to provide recommendations to improve overall effectiveness. |
| Key aspects of the role include:   * Conducting production and testing activities to meet production goals and ensure product quality. * Interpreting conventional and computer-assisted design (CAD) engineering designs, drawings, and specifications and provide feedback. * Generation and maintenance of assembly and test instructions based on engineering drawings, models and physical parts. * Conducting tests and analyses on machines, components, and materials to assess performance, strength, stress response, and other key characteristics. * Calibration of tooling to ensure accuracy, functionality, and optimal performance in production processes. * The identification of process improvements to reduce production costs and enhance operational efficiency. * Developing and supporting visual controls in the manufacturing facility to improve workflow efficiency, safety and quality. * Acting as the first point of triage for quality issues encountered in manufacturing. * Contributing to root cause analysis and implementing corrective actions * Participating in daily stand-up and team meetings as needed to discuss progress, priorities and challenges required. * Populating and maintaining the Materials Resource Planning database, ensuring integrity of information * Supporting Supply Chain by assisting with supplier evaluations and ensuring product information is robust and accurate * Participating in the installation, troubleshooting, repair, and preventive maintenance of manufacturing products, machinery, and equipment to ensure optimal operational efficiency. * Providing technical support for diagnosing issues, implementing solutions, and maintaining equipment to reduce downtime and improve production reliability. * Designing and developing moulds, tools, dies, jigs and fixtures to support efficient and accurate assembly processes. * Performing incoming inspections on vendor supplied product for quality and conformity with specification * Perform in process inspection of parts and assemblies to ensure conformity to specifications   The jobholder will be expected to:   * Assist in the design and optimization of production line layouts and balancing. * Assist with material handling, storage and ensuring continuous flow and pull in the production process. * Support verification/validation and inspection activities * Assist with time studies to analyze and optimize manufacturing processes. * Contribute to Design for Manufacturability (DFM) efforts for new products to ensure efficient and cost-effective production. * Support implementation of Engineering Changes and other configuration management tasks on the shop floor. * Assist in the evaluation of returned materials and products to identify causes issues and ensure proper resolution * Assist with conducting Process Failure Mode and Effects Analysis (PFMEA)and implementing corrective improvements.   Travel to other SEA sites as well as customer and supplier premises both in Canada and abroad will be required. |
|  |
| **Experience and Qualifications:**   * Demonstrated ability to analyze, optimize, and enhance manufacturing workflows, driving improvements in operational efficiency, safety compliance, and cost reduction. * Strong troubleshooting skills in both mechanical and electrical systems, with the ability to diagnose, analyze, and resolve issues promptly and effectively. * Experience working with CAD software (e.g., SolidWorks, AutoCAD, Inventor) along with Microsoft Office Suite (Excel, Word, PowerPoint). * Familiarity with safety standards and regulations. * Experience with High-Pressure (HP) air systems, including setup, operation, and testing of equipment using HP air for performance evaluation and safety checks. |
| * Experience in mechanical and electrical assembly, equipment setup and conducting tests to ensure proper functionality and performance. * Experience with measurement tools and equipment * Experience in technical writing of assembly and test instructions. * Experience using ERP/MRP software for material planning, inventory control and production scheduling. * Basic understanding of configuration management practices. * Experience working with a Quality Management System (QMS) * Experience with New Product Introduction processes and workflows * A high level of accuracy and exceptional attention to detail. * Strong problem-solving and critical thinking skills with the ability to analyze complex issues and develop effective solutions. * Excellent verbal and written communication skills to effectively collaborate with team members, stakeholders, and external vendors. * Ability to read and interpret designs and technical drawings, test plans and specifications. * Resilient and composed under pressure with the ability to meet tight deadlines while maintaining high work quality. * Ability to multi-task and adjust priorities as appropriate. * Completion of a two or three-year college program in Mechanical or Electrical Engineering Technology with a focus on manufacturing processes, engineering design and system integration. * Must have or be able to secure Canadian security clearance. |
|  |
| Reporting Line  The jobholder will report to the SEA Canada Production Manager |
| Job Location  This job will be based onsite at the Ottawa facility in Canada |
| **Job Holder Declaration:**  I accept the purpose and key result areas of my role with SEA are as outlined above.  Signature:­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Line Manager Declaration:**  I confirm that the purpose and key result areas of this role are as outlined above have been agreed with me as line manager.  Signature:­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |