



SigmaPoint Technologies Inc. is a high-tech Electronic Manufacturing Service (EMS) provider located in Cornwall, Ontario. From design through delivery, SigmaPoint has the expertise and passion to work hand-in-hand with your team to provide the business sense and engineering support that you require to enter the competitive race and win.

Visit us on line @ [www.sigmapoint.com](http://www.sigmapoint.com)



*We exist to create great partnerships founded on trust, respect and innovation.*

## **JOB DESCRIPTION**

**Job Title: Product Engineering Support**

**Reporting To: Director of Engineering Services**

### **RESPONSIBILITIES:**

The successful incumbent will work closely with a Product Engineer and assist them with internal and external product customers' designs & builds. The student will assist the design team to ensure DfX (Manufacturing, Testing, Quality, Logistics, Lean and 6 Sigma) requirements are followed on all new designs. They may participate in NPI meetings to review Pre-production and Production Phases. The student may assist in the preparation of manufacturing instructions and related work methods and standard times.

### **This position will assist the Product Engineer in the following areas:**

- New Product Introduction during Pre-production and Production Phases
- Interface with production on all activities associated with new process implementation and transfer of information from start to end of product build
- Prepare documents of changes to process and prepare technical reports.

### **QUALIFICATIONS:**

**EDUCATION:** 2<sup>nd</sup> or 3<sup>rd</sup> year students in Electrical, Mechanical or Industrial Engineer Programs

### **SKILLS :**

- Ability to adapt to conflicting deadlines and priorities established by company demands; and establish goals and objectives for this position, direct reports, and the function.
- Ability to exercise sound judgment, provide leadership, and take initiative under minimal supervision.
- Use good problem solving and project management skills to work with engineering staffs to solve the wide array of technical product problems
- Organize technical problem solving strategies clearly and present them effectively to all concerned parties
- Effective communication skills, verbal and written, in order to research, prepare and present information to Management, as well as effective communication skills with co-workers, staff and customers.
- Excellent computer skills, specifically in Microsoft Office, Excel .

Please send your resume to via email: [careers@sigmapoint.com](mailto:careers@sigmapoint.com)

SigmaPoint is an equal opportunity employer; however, only those applicants who meet our requirements will be contacted. In accordance with the Accessibility for Ontarians with Disabilities Act, SigmaPoint is pleased to accommodate individual needs of applicants with disabilities within the recruitment and selection process. Please call 613-937-4462 or email [resumes@sigmapoint.com](mailto:resumes@sigmapoint.com) if you require an accommodation to ensure your equal participation in the recruitment and selection process.