

	<i>Job Description:</i> <p style="text-align: center;">Project Engineer</p>	<i>Department:</i> <p style="text-align: center;">Supply Chain-Engineering</p>
<i>Prepared By: John Denny</i>	<i>Approved By: Krystal Taylor</i>	<i>Effective Date: 04/26/2013</i>

FLSA Designation: Salaried/Exempt

Supervision Received/Exercised: Reports to Project Manager/ No Direct Reports

Job Summary:

Responsible for scenario analysis, scope development, project planning to include budgeting and timelines, project implementation and commercialization. This would include all aspects of project/construction management such as electrical, mechanical, processing and packaging equipment installation, etc. Ability to train personnel on equipment is a critical component of the commercialization component of the project; both operationally and technically.

Job Duties:

Duties may include, but are not limited to the following:

- Project Engineering: Scenario Analysis, Scope Development; to include budget, timeline, resources, drawings, etc., Implementation, Commercialization, and Project Close-Out.
- Project Management: Lead teams related to projects from inception to completion.
- Maintenance Management: Maintenance Management knowledge related to MRO Inventory, Spend, line optimizations, TPM, CMMS, MTTR, MTBF.
- Capital Budgeting: Able to evaluate assets to determine required capital to enhance operations, extend useful life and increase efficiencies.
- AutoCAD Drawing Development

Required Competencies & Knowledge:

Knowledge of:

- Electrical, to include VFD(s)
- Servos
- High and low voltage troubleshooting
- Ladder logic
- Project Management Methodologies
- CMMS
- AutoCAD

Skill in:

- AutoCAD mechanical drawing development
- Project Management
- Leadership
- Training
- Troubleshooting
- Gantt Chart Development
- Presentation skills
- Great communication skills
- Intermediate to advanced excel
- Financial analysis and budgeting

Ability to:

- Communicate cross-functionally to gain alignment of goals and objectives related to project.
- Coach/Mentor project team members as necessary.
- Perform financial analysis as it relates to ROI, Payback, IRR, as well as budget development, budget tracking and financial close-out.
- Develop drawings in AutoCAD

Proficiency in:

- MS Office Suite, specifically Project, Excel, Word, PowerPoint, and Outlook, AutoCAD, Visio

Work Environment:

- Work is primarily done in an office setting.
- Frequent production environment exposure which includes noise, dust, moving machinery, fork lifts, and fluctuations in temperature.

Physical Requirements:

- Sitting at a work station for extended periods of time.
- Stand, walk, climb stairs on an infrequent basis.
- Must be able to lift 50 pounds on an infrequent basis.

Minimum Qualifications:

- Bachelor's Degree in Engineering
- Minimum of 5 years in project engineering
- 3-5 years project management
- 3-5 years AutoCAD
- 3-5 years food experience

Note: This job description is not intended, nor should it be construed to be an exhaustive list of all responsibilities, duties, skills, or working conditions associated with a particular job. It is intended only to be a general description of the essential functions common to positions of this type.

ACKNOWLEDGEMENT

Employee (please print) _____

Signature _____ Date: _____

Manager Signature _____ Date: _____

FLSA CLASSIFICATION
Administrative Employee

Answer the following questions to determine whether a worker is misclassified as an exempt administrative employee:

	<u>Yes</u>	<u>No</u>	<u>Don't Know</u>
1. Is the employee's primary duty performing office or non-manual work directly related to the management or general business operations of the employer or the employer's customers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Does the employee exercise discretion and independent judgment with respect to matters of significance? That is, does he evaluate and compare possible courses of action and then make a decision or recommendation after considering the various possibilities?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the employee paid the equivalent of at least \$455 per week on a salary basis?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you answered "No" to any of these questions, you may have misclassified the worker as an exempt administrative.