

## **JOB DESCRIPTION**

Aquiline Drones (AD) seeks to fill the role of Manufacturing Specialist at its downtown Hartford drone production facility. This position will be responsible for instituting and monitoring the manufacturing process. In the present role, the Manufacturing Specialist will report directly to the Manufacturing Engineer.

The main role of the MS is to support the Manufacturing Engineer. The MS will plan, design, set up, modify, optimize and monitor the manufacturing process. The MS will be responsible for inspection, maintenance and repair of equipment. The MS will coordinate with the other engineers to ensure all product and system requirements are implemented.

The candidate sought must excel in a fast-paced drone production environment and be able to quickly learn the technical nature of AD's product portfolio and understand the needs of AD's rapidly growing customer base.

## **DUTIES AND RESPONSIBILITIES**

- Knowledge of product design, fabrication, assembly, tooling, and materials
- Develop manufacturing processes
- Research, design, modify, and test manufacturing methods and equipment
- Improves manufacturing efficiency by analyzing and planning workflow, space requirements, and equipment layout
- Assures product and process quality
- Prepares product and process reports by collecting, analyzing, and summarizing information and trends
- Assures compliance with government regulations
- Organize inspection, maintenance and repair of equipment
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies
- Ensure all safety protocols are followed
- Cross-training will be expected

## **COMPETIENCIES**

- Excellent leadership skills, including the abilities to set goals, motivate and manage conflict
- Effective communication skills, including writing, speaking and active listening
- Great interpersonal skills
- Good project management skills, including strong decision-making, problem-solving and strategic planning abilities
- Exceptional time management and organization skills

- In-depth understanding of industry and company best practices for quality in the manufacturing process
- Familiarity with bookkeeping, inventory control practices and logistics
- Comfortable using quality management software and other organizational computer applications (ex. Oracle and SAP)
- Physical strength, stamina and the ability to walk or stand for long periods of time

### **SUPERVISORY DUTIES**

- Manufacturing supervisors and technicians

### **WORK ENVIRONMENT**

This job operates in a professional office environment and routinely uses standard office equipment. The role of Manufacturing Specialist requires physical strength and the ability to walk or stand for long periods of time. It includes standard office functions such as moving files, opening filing cabinets and bending or standing, as necessary. Traveling may be required for this position up to 20% of the time. This position requires the direct supervision of others.