



## Job Description – Senior Electrical Engineer

### Reports To – Sr. Director, R&D

#### Job Responsibilities

Complies with Quality System requirements by engaging in appropriate levels GMP/ISO test methodologies, adheres to Quality System Design Control procedures, and applies proper documentation skills.

#### General Description and Duties:

*To perform this job successfully, an individual must be able to perform each essential job task satisfactorily. The tasks listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

- Designs and analyzes analog and digital circuitry.
- Creates and maintains design requirements, schematics, assembly drawings, fabrication drawings, bill of material, written and verbal descriptions and layouts.
- Performs risk management activities per company SOPs.
- Actively participates in design reviews of his/her own designs and others' designs.
- Resolves problems in software-controlled analog and digital surface mount circuit boards; performs component level testing and troubleshooting.
- Works as part of a project team, or on an individual basis to refine existing specifications, develops process improvements, validation testing and makes product yield enhancements and cost reductions.
- Performs systems engineering and component engineering activities, including writing and meeting system and subsystem requirements.
- Ensures product documentation is in accordance with Quality System requirements.
- Assists designing, writing and performing test protocols, and produces test reports.
- Leads or trains Assemblers and Technicians.

#### Projects and Other Duties:

- Perform other duties as assigned

#### Position Qualifications

- Demonstrable analog and digital design and analysis skills commensurate with the engineering position level.
- Ability to develop prototype parts and products on the lab workbench.
- Ability and patience to troubleshoot electronic circuitry.
- Ability to use Windows Office tools for recording/presenting data.
- Must have experience using the following test equipment: DVM, oscilloscopes, signal generators, hand tools, such as soldering irons, hand crimpers, screwdrivers, wrenches, and pliers.
- Competence using Electronics CAD software for schematic capture and PCB layout.
- Professional, clear verbal and written communications skills required.
- Ability to work independently or in a team setting is required.

---

### Minimum Education:

- BS in Engineering or scientific discipline or equivalent experience.

### Minimum Experience:

- 5-10 years' experience Electrical Engineering based on the engineering position level.
- Engineering experience with Class II or III medical devices is preferred, though equivalent experience in other regulated environments is acceptable.
- Experience working under regulated quality systems such as cGMP's, ISO, and the MDR, commensurate with the engineering level.

### Specific Skills, Knowledge, and Behaviors:

*To perform the job successfully, an individual should demonstrate the following competencies:*

- **Clarity of Purpose:** Actively seeks to understand perspectives and interpersonal needs and expectations of others at all levels, builds self-awareness, flexes personal style appropriately, and works through conflicts constructively and appropriately.
- **Communication:** Effectively uses all mediums of communication as appropriate, presents well to groups, actively listens, is open to feedback, and continuously identifies opportunities to build communication skills.
- **Teamwork:** Actively works together with formal and informal team members to build relationships and achieve team goals.
- **Prioritization:** Effectively prioritizes work to ensure timely completion of work within scope. Demonstrates good time management and organizational skills.
- **Technical Expertise:** Continuously builds functional and technical expertise, and pro-actively applies that technical expertise in progressively broader scope.
- **Thoughtful Innovation:** Learns and uses best practices tools and methodologies to assess, identify, and executes on opportunities to improve; Focus on learning and building new capabilities into self.
- **Problem Solving & Problem Prevention:** Learns and uses strong problem solving methodologies and tools, focuses on root cause analysis, and shows orientation towards problem prevention.
- **Accountability:** Focuses on results, takes initiative without direction, takes ownership for all work within scope, builds relationships and works across departments, functions, or areas of responsibility.