

IET, INC.
Industrial Engineer Position Description
(Full-time or Contract Position)

Plans utilization of facilities, equipment, materials, and personnel to improve efficiency of operations by performing the following duties.

Job Duties

- Collects and analyzes work sampling, time study and equipment delay data and draws conclusions about utilization and efficiency.
- Collects field measurement data and creates two-dimensional facility drawings from supplied specifications with AutoCAD.
- Determines the feasibility of implementing alternative facility design proposals based on cost, time, space and other factors.
- Organizes data in spreadsheets or databases for subsequent analysis and presentation.
- Identifies and documents product families based on production, routing, Bill of Material and other pertinent data.
- Calculates storage and capacity requirements for supporting specified production levels.
- Performs ergonomic assessments of operator workstations.
- Develops management systems for cost analysis, financial planning, wage & salary administration and job evaluation.
- Confers with clients' management and engineering staff to implement plans and recommendations.
- Recommends methods for improving worker efficiency and reducing waste of materials and utilities such as restructuring job duties, reorganizing workflow, relocating work stations and equipment, and purchasing of equipment.

Qualifications

- Candidates must be legally eligible to work in the United States.
- Candidates should possess a four-year degree, preferably with a manufacturing, engineering, or business focus.
- Clients are located throughout the US and internationally, candidates must be willing to travel frequently.
- For full-time positions, candidates must be willing to relocate to Toledo, OH or surrounding area.
- Must possess strong oral and written communication skills.
 - Ability to effectively present information and convey ideas to groups.
- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Must be proficient with MS Office.
- Experience with AutoCAD is a plus.

IET, Inc. is an equal opportunity employer and will consider all applicants equally without regard to their race, sex, age, color, religion, national origin, veteran status, pregnancy, sexual orientation, gender identity, disability, genetic information, or any other category protected by federal, state or local law.

