



Critical features of this job are described under the headings below. Beacon Industries, Inc. reserves the right to assign or reassign duties and responsibilities to or from this job at any time.

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|--------------|--------------------|
| Job Title:   | IT and CI Engineer |
| Department:  | IT                 |
| Reports To:  | President/CEO      |
| FLSA Status: | Exempt             |

**Position Summary:**

IT and CI Engineer Coordinate and direct Continuous Improvement activities to achieve/maintain favored supplier status, and realize continual Value Added improvement in all activities and manage organizations' computer systems, including software, hardware and networks. responsible for designing, installing, and supporting the entire system or may specialize in one area of the computer system, such as security infrastructure or telecommunications and provides a full range of productivity services to Operations and direct cost reduction programs for the facility including leading lean events, developing and measuring facility systems and developing and delivering continuous improvement training programs for the facility. Direction in disciplines of best business practices including, but not limited to, yield improvement, manpower utilization, overhead spend, capital utilization, indirect spend, plant utilization and efficiency, working capital both raw material and finished goods. Key incumbent will work closely with all areas of the plant to drive greater utilization of processes and procedures and higher proficiency on the changes impacting employees in the organization such that business results are achieved.

**Sample Job description IT and CI Engineer:**

- Perform as VSM (Value Stream Mapping) Obtain and maintain Six Sigma Black Belt status, lead and complete multiple projects annually.
- Identify internal/external Continuous Improvement Objectives, develop strategies/action plans to accomplish those objectives, and assume all reporting responsibilities.
- Define CI related training needs, develop and coordinate appropriate training classes.
- Plan, coordinate, lead and monitor VSM events, Kaizen events, Six Sigma events and other Lean Manufacturing programs and philosophies. Drive continuous improvement initiatives throughout the plant.
- Identify and spread best practices throughout the facility.
- May perform Manufacturing Engineering tasks as assigned.
- Perform responsibilities standard to all salaried job descriptions as prefaced.
- Ensuring the highest levels of systems and infrastructure availability.
- Monitor and test application performance for potential bottlenecks, identify possible solutions, and work with developers to implement those fixes.
- Ensuring one highest levels of systems and infrastructure availability.

**Qualification/Skill:**

- BS Degree in Computer science or information systems, or equivalent training and experience.
- 5 Years related CI experience in Manufacturing/machining operations.
- Strong oral/written communication and interpersonal skills to interact effectively with all levels of the organization.
- Mentor Six Sigma initiatives possess platform skills and deliver training programs.
- Strong organizational skills, analytical/problem solving skills, possess good judgment, and able to prioritize and handle multiple assignments simultaneously.
- Strong leadership skills (Inspire, Impact, Innovate and Communicate) Working Knowledge of federal, state and local health and safety regulations
- MS Office Suite (proficient)
- Strong written, oral, and analytical skills
- Problem identification and resolution skills
- Commitment to eliminating all forms of waste
- Ability to plan, prioritize and organize work without close supervision; ability to effectively handle multiple projects with track record of successful project completion.
- Prepared to change priorities as necessary
- Consider information and evaluates possible courses of action and generates solutions to problems
- Manage goals and high quality work while maintaining a safe environment
- Institute a culture of continuous improvement for quality and efficiency
- Foster and promote an environment of collaboration
- Maintain motivation and enthusiasm through development to drive a high-performance culture
- Advanced understanding of operating systems, business applications, printing systems, and network systems.
- Interpersonal skills: such as telephony skills, communication skills, active listening and customer-care.
- Diagnosis skills of technical issues.
- Ability to multi-task and adapt to changes quickly.
- Technical awareness: the ability to match resources to technical issues appropriately.
- Service awareness of all organization's key services for which support is being provided. Understanding of support tools, techniques, and how technology is used to provide services.
- Self-motivated with the ability to work in a fast-moving environment.