

Job Vacancy Notice

Recruiting for: New Product Introduction Sourcing Engineer

Arnprior Aerospace Inc. combines facilities from Canada, the United States and Mexico to develop and manufacture aerospace structure and components for North America's largest aerospace companies. Located in Portland, Oregon, approximately 15 minutes east of the Portland Airport.

The Sourcing Engineer is responsible for driving sourcing readiness for new business and new product introduction. The Engineer ensures supplier capabilities and processes meet or match design and specification requirements. In addition, the incumbent carefully follows processes and procedures to ensure that technical, environmental, quality, trade and governmental requirements are considered for each assigned project.

Key Responsibilities/Requirements:

- Coordinates effective communication between Engineering, Business Development and the supplier community.
- Methodically ensures that at completion of the project, the item master for purchased parts is accurate and ready for production.
- Identifies lead time risk and the need for early purchasing of components or materials to meet launch targets.
- Completes the RFQ, Bid and Award Process & any Request for Information (RFI) events required for assigned new business and new product introduction projects.
- Collects and transmits all related Engineering documents and specifications for RFQ submissions. Resolves any engineering related issues with suppliers.
- Conducts Post-RFQ Engineering Review; confirms all technical requirements can be achieved for new business and new production introduction projects.
- Requests Supplier Self-Audits from new suppliers that will potentially receive an RFQ.
- Sets up new suppliers as required facilitating a new business or new product introduction project.
- Completes purchasing parameter set-up of parts in the ERP system prior to hand-off to the assigned Buyer associated with new business or new product introduction projects.
- Oversees completion of purchased part approval process (PPAP), first article inspection (FAI) routines to fully qualify awarded components or materials.
- Schedules milestones for components or materials for new business/new product development business and identifies long lead time risks.
- Works with Buyers to initiate early ordering prior to ERP-driven demand signals available.
- Identifies Non-Disclosure Agreement needs & required certifications from new suppliers that will potentially receive an RFQ.
- Creates processes and procedures as assigned; assigns specific tasks to subordinates.
- Project Management roles as assigned by the Sourcing Manager or Supply Chain Management Director (e.g. strategic outsourcing, make or buy investigations, new technology assimilation, etc.)
- As part of on-going auditing, makes adjustments as necessary to ensure Item Master data integrity is in place and not compromised.

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Qualifications include:

- Bachelor's Degree required in Supply Chain Management, Program Management, Manufacturing or Industrial Technology/Engineering, or Business Management. Master's Degree preferred.
- Strong project management skills are required. Verbal, written and group presentation skills are essential as well as the ability to interact with all levels of the organization. Detail-oriented and well-organized.
- Expert analytical and decision-making toolset knowledge. Experience in engineering systems such as CATIA or other CAD/CAM systems considered a plus.
- Solid understanding of Manufacturing/Industrial systems and processes. Ability to interpret Engineering drawings, specifications and technical documentation.
- Minimum 3 years' of Industrial experience in Design or Manufacturing Engineering roles, or Program Management experience in support of new business/new product introduction.

Applicants must be eligible to meet the requirements for U.S. International Traffic in Arms Regulations (ITAR). Interested applicants can e-mail their resume and cover letter to Arnprior Aerospace Human Resources Department at hraap@arnprioraerospace.com and reference the **NPI Sourcing Engineer** position in the subject line.

The characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties that may be required for this position. Additional duties are performed by the individuals currently holding this or similar positions and additional duties may be assigned.

EQUAL OPPORTUNITY EMPLOYER