

Job Title: Draft Design Engineering Manager

Welcome to Mirmil Products!

Summary/Objective: The Draft Design Engineering Manager is accountable for the direct hands-on leadership and quality execution of all aspects of engineering within the facility and related to all project work. They may have ownership of multiple projects of various scope simultaneously.

Responsibilities of the Role:

- Manage all aspects of engineering associated with a project from estimation through release for fabrication including verification, planning, material selection, design, component relationships, installation and all associated documentation
- Collaborate and coordinate with department leaders to understand job requirements, manage change orders/add-ons and provide a clearly defined path of construction including timing, material requirements, and tooling needs
- Lead, coach, develop and inspire engineering employees to continually improve employee performance while monitoring and promoting employee morale
- Cultivate and maintain positive working relationships with stakeholders both internal and external to the facility to build a culture of collaboration
- Oversee and direct the daily activities of your team to ensure projects are completed safely, on time and to quality standards while being responsive to changing demands and priorities
- Research, evaluate, recommend and implement alternative solutions in a timely fashion to mitigate risk for the Company
- Read and precisely follow architectural drawings, specifications and work orders to manage the transfer of client designs to production drawings
- Regularly inspect the work performed to monitor adherence to engineering standards (AWI/AWMAC) and codes
- Ensure workers are provided the proper tools to effectively achieve their assigned task
- Train team members on the efficient use of software and tools as well as guide them in work methods and techniques, recommending training and continuous improvement options
- Work with the leadership team to improve processes consistent with continuous improvement principles to drive productivity and efficiency
- Schedule, facilitate and participate in project meetings to provide updates and ongoing analysis
- Promote and enforce adherence to safety guidelines, policies, programs, laws, regulations and protocols
- Identify performance issues and hold employees accountable to actions needed to improve or correct performance, ensuring constructive coaching, accuracy and documentation in partnership with Human Resources
- Complete, submit and participate in employee progress evaluations and feedback sessions

- Monitor and review attendance and time off for engineering employees
- Work with the leadership team to develop goals, processes and action plans that lead to company growth
- Communicate and uphold company policies and procedures
- Participate in the recruiting process as requested
- Maintain a high level of confidentiality at all times

What You Offer:

- Highly motivated, participative leader with a proactive approach
- Exceptional customer service, interpersonal and relationship building skills
- Advanced written and oral communication skills to effectively interact with, influence and motivate people at all levels
- Proven project planning, problem solving, decision-making, and business reasoning skills
- Excellent prioritization, time-management, organization and multi-tasking skills with an ability to work under resource constraints in a fast-paced environment
- Strong presentation skills including the ability to speak effectively before groups and clients
- Profound attention to detail; collaboration and coordination capabilities
- High proficiency in mathematical inclination
- Strong conflict resolution, critical thinking and analytical skills to resolve issues quickly
- Demonstrated ability to work both independently and as part of a team
- Fluidity to work with projects based on both the imperial and metric system of measurement

Key Requirements (education/certifications/licences/passport/clean drivers abstract):

- Post secondary education in Engineering
- Expert with AutoCAD and efficient in all Microsoft applications
- 3 years progressive leadership roles in a manufacturing or industrial environment, ideally in a millwork setting
- Working knowledge of custom millwork, commercial construction, woodworking, fabrication, manufacturing and installation methods is required
- Expert ability to accurately read, analyze, and interpret architectural plans, drawings and specifications
- Capable of travel, including internationally
- Experience with Microvellum software is an asset
- Experience ensuring quality control and enforcing safety standards

Wage / Schedule:

- Starts at \$85,000 / annually (salaried role)
- Monday – Friday, 7:30am – 4:30pm

We look forward to meeting you!