

Position:	Associate Electrical Engineer	Supervises: N/A
Reports To:	Engineering Manager	
Employment Status:	Regular, Full Time	
FLSA Classification:	Exempt, salaried	
Pay Range:	TBD	

Position Summary:

The Associate Electrical Engineer should demonstrate abilities in designing, developing and testing electrical systems, devices and equipment, preferably in the medical field. Successful candidates desire to learn from new challenges and possess highly developed problem-solving and communication skills to work within a collaborative team. Candidates must demonstrate a hands-on passion for their work and be able to communicate their ideas and concepts both verbally and visually. Candidates must demonstrate an ability to integrate feedback and to respond quickly to fluctuating priorities.

Responsibilities and duties:

- Troubleshoot and repair printed circuit board assemblies and system level electronics
- Order electronic components and interface with PCB assembly vendors
- Design and build test fixtures
- Develop custom manufacturing test equipment and associated test software
- Write technical specifications, descriptions, BOMs, manufacturing assembly and test procedures, and other supporting documentation
- Test and debug digital and analog circuits
- Download and test firmware with associated software and/or hardware.
- Perform incoming materials inspection
- Perform testing of ultrasonic transducers
- Responsible for maintaining confidentiality of new product development and R&D efforts
- Other duties as assigned

Knowledge, skills, and capabilities:

- Experience with hands-on lab skills including testing, debugging, and working with a wide variety of electronic instrumentation
- Experience with prototyping and new product development
- Self-starter, highly motivated
- Ability to work well with engineers, technicians, and assemblers with a wide range of backgrounds
- Experience with Altium
- Experience with Matlab and/or Labview
- Experience with quality assurance and quality control
- Experience working in ISO9001, ISO13485 or other standardized quality management system environments
- Experience working in medical device, technology development or technology manufacturing environments
- Exceptional interpersonal skills: energetic and enthusiastic, approachable and positive
- Ability to prioritize workflow and work independently and/or collaboratively in an environment of fluctuating priorities

Education and experience:

- Bachelor's degree in Electrical Engineering, Computer Engineering, Physics, Mathematics, or equivalent discipline; M.S. preferred (academic degrees and coursework are subject to verification)
- 3+ years related work experience

Physical, Mental and Visual Demands

- Lifting, carrying, reaching 50 lbs. and less – frequently; over 50 lbs. –seldom
- Sitting, standing, seeing, walking, hearing – frequently
- Typing, keying continually
- Continuous mental and/or visual attention; the work involves performing complex tasks to very close accuracy and continual work using a computer