

Basic Job Responsibilities:

American Mitsuba Corporation, an automotive parts supplier, has an opening for a 1st shift Technical Supervisor. The Technical Supervisor is responsible for working extensively with Customers to collect and understand their product requirements for new and current automotive electro-mechanical systems. This person is the key liaison between the Customer and application group from product concept to implementation and production. This person will partner with Sales, Design Team, suppliers and others to understand, plan, evaluate and ensure the product is developed and functions to meet all customer requirements. The Technical Supervisor will present information to all levels (including executive management) at the customer's organization and Mitsuba, world-wide. In addition, this person will coordinate and direct the activities of 3-5 Application Engineers and manage the day-to-day operations of a small office. Extensive domestic and international travel is required.

Some essential duties and responsibilities of this position include:

- Extensive communication and interaction with customers, suppliers and others to determine, gather and understand specifications for future and current products.
- Collaborate with colleagues to create and test prototypes ensuring customer specifications and quality standards are met.
- Present solutions, options and information to Mitsuba and Customer management.
- Plan and confer with others (i.e. Manufacturing, suppliers, Quality, etc.) to facilitate implementation and production of product.
- Monitor task lists and overall schedule.
- Supervisory responsibilities for 3-5 Application Engineers. Coordinate and direct the day-to-day activities of these engineers and overall management of small office.

Education, Experience & Other Skills and Abilities:

Bachelor's degree (BSEE or BSME) from four-year college or university and 5-10 years of related experience. Excellent verbal and written communication skills are required along with the ability to prepare and make professional, executive level presentations. Bilingual in English and Japanese is helpful but not required. Work with mathematical concepts such as algebra, plane and solid geometry, trigonometry, and apply fundamentals of statistics and probability to practical solution. Ability to understand blueprints and schematics in metric and English. Travel domestically and internationally on a frequent basis including emergency/short-notice trips. Willingness to work long hours and come in on-call as needed (e.g., International conference calls in different time zones.) Excellent interpersonal and relationship building skills along with a cooperative and flexible attitude. Leadership and supervisory skills. Plan and lead meetings. Project management training is helpful but not required.

Computer Skills: Use of personal computer including Microsoft Office suite; experience using PowerPoint and Excel including macros. Ability to operate CAD and ability to use 3D software (CATIA preferred). Knowledge in engineering software such as MATLAB, LABVIEW, etc.

Valid Driver's license is required.

Equal Opportunity Employer