

Oil & Gas Technology Group

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Oil & Gas

Technology Group

"Recruiting Top Talent for
The Upstream Oil & Gas Industry"

**To Apply for this Position please forward your resume to
Don@ogtechgroup.com**

Position Title: Project Mechanical Engineer

Salary Range: \$65,000.00 to \$85,000.00

Benefits: Standard

Classification (Full Time or Contract) Full Time

Location: Greenville, Ohio

Relocation Assistance Available Yes

Education Requirements: Bachelor's degree in Mechanical, Electrical or Manufacturing Engineering

Experience Level: 3 to 6 years of work experience with extensive Lean and Six Sigma methodologies experience.

Ability to research, analyze and evaluate information to make decisions, solve problems and achieve goals.

Job Description:

GENERAL DESCRIPTION

Responsible for the overall direction, coordination, implementation, execution, control and completion of specific Executive Management, Operations/Engineering/Quality projects – ensuring consistency with company strategy, commitments and goals

ESSENTIAL DUTIES & RESPONSIBILITIES:

- **Analysis**

Define project problems and opportunities, priorities, options and direction
Identify specific product or process current status -- and potential workflow adjustments
Create internal product or process reviews and analyze needs
Generate management-approved goals, scope and objectives for project completion

- **Development**

Create business plans, project costing, risk assessment and AR documentation
Develop, coordinate and lead multi-departmental / multi-discipline teams for project execution
Assign team efforts and resolve tasks
Select, coordinate and monitor external vendor activities to project specifics (as needed)
Create detailed plans and documentation for project tracking
Develop, maintain and monitor project time lines and manage to completion
Generate presentations for outside source review

- **Management / Communications**

Create day-to-day tracking mechanisms, high-level summaries and reporting efforts for management review
Effectively manage and report on projects with a critical path focus
Lead team meetings and direct any necessary subgroup creation and tracking
Resolve conflict arising from contrasting team member, departmental and/or management goals and timeframes
Maintain in-depth knowledge of assigned topics, categories and processes
Monitor defined variables to determine needs for departmental efforts or process updates
Offer timely support, direction, management and resolution of the New Product Review process
Develop training needs, content, materials and scheduling (as needed)
Investigate customer complaints as needed, and direct corrective/preventive actions.
Conform to all environmental, health and safety policies and procedures including the use of personal protective safety equipment (PPE) as appropriate.