



Electrical Engineering Manager

Highland, IL

Job Summary: Responsible for the supervision, direction, and administration of Electrical Engineering - Power Systems Engineering. Direct and coordinate activities of Electrical Engineering department to design, manufacture, and test electronic circuits, products, and systems by performing the following duties personally or through subordinates.

Reports to: Director of Engineering

Essential Duties:

- Supervise, schedule, and direct workloads/jobs, and perform administrative duties for Electrical Engineers, Electrical Designers, Electrical Technicians, PCB Designers, or other assigned personnel for the Electrical Engineering section.
- Responsible for hiring, training, and motivating personnel. Implement and/or perform disciplinary action, recommend staffing changes, and give administrative performance reviews.
- Help develop project quotes and schedules for product development or revision.
- Responsible for the development of electrical design procedures, work instructions, and forms.
- Responsible for the development of electrical standard practices, ensuring proper design process is followed with peer oversight.
- Identify and develop justifications, and submit requests for acquisition of electrical design-related product development tools.
- Work with other Engineering Managers, Marketing, Sales, and engineering personnel during product development or revision to ensure project/job effectiveness.
- Work with Marketing to develop product requirements, objectives, definitions, and modules for a new or revised design. This includes the estimating of the Electrical Engineering effort and materials on jobs or proposals being quoted.
- Forecast and administer/control operating costs of the electrical engineering section.
- Analyze technology trends, human resource needs, and market demand to plan projects.
- Perform other duties as required or assigned by the Director of Engineering.

Requirements:

- Bachelor's degree in Electrical Engineering or equivalent.
- 10 years' related experience and/or training.
- Ability to effectively plan project development tasks and verify progress.
- Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or government regulations.
- Ability to write reports, business correspondence, and procedure manuals.
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.



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- Ability to comprehend and apply principles of calculus, algebra, and statistical theory.
- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Word processing, spreadsheets, e-mail.
- Travel as required for training, support of project tasks, product issues, or other design- or job-related needs.

Contact:

Basler Electric welcomes employment applications received directly from interested candidates. We prefer that you submit your resume in Microsoft® Word or Adobe® PDF format.

Basler Electric Company
Human Resources
12570 Route 143
Highland, IL 62249-1074

Tel: +1 618.654.2341, ext. 251

Fax: +1 618.654.2351

Email: employment@basler.com

Benefits:

Basler offers a comprehensive benefits package which offers: Medical, Prescription, Dental, Vision, Life, and AD&D insurance; a 401k plan; paid leaves for Vacation, Holiday, Sick, Jury Duty, Bereavement; tuition reimbursement. All benefits are subject to eligibility requirements.

Compensation:

We anticipate filling the Electrical Engineering Manager position with an expected compensation range of \$155,000 - \$175,000 with the opportunity for incentive compensation. We are open to reviewing additional candidates with more or less experience and the pay range may differ if filled at a different level. Our pay ranges are determined by job, responsibility, and location. Starting pay and job title are based on location and job-related factors such as candidate experience, training, knowledge, and skills.