

Opened March 17 ,2022

POSITION TITLE:

Project Lead-Final Assembly [Manufacturing]

PRIMARY FUNCTION:

Working close with QA, Project Managers, Production Planning, Manufacturing Stakeholders, Department Managers & Supervisors the Project Lead is responsible for the 'Project Build' while meeting the needs of the customer and maintaining quality standards and schedules from start to finish.

RESPONSIBILITIES:

- Quality Advocate, Responsible for the quality and schedule of the build from start to finish
- Review project scope, CFAT & Staging requirements with the Supervisors
- Verify accuracy of the project binder and envelope
- Direct, guide parts and components that require expediting while following s and components need expediting and escalation with the supervisor
- Responsible for the accuracy and scheduling of project sign-off
- Coordinate project build and assign team member responsibility according to employee skill and competency levels
- Update actuals
- Accountable for follow up on sign-off exceptions
- Accountable for follow-up on missing parts and buyouts
- Complete NCPR's

COMPETENCIES:

- Technical aptitude, comfortable with the use of hand tools, power tools, understanding of how parts and components go together, measuring tools and equipment
- Technology, comfortable with computers and various software applications
- Able to interpret technical drawings
- Strong knowledge and understanding of Evans manufacturing process, quality, and safety standards
- Strong knowledge of Evans products

EDUCATION/EXPERIENCE:

- Secondary Graduate
- Minimum 2 years Evans' experience or equivalent industry experience

PERSONAL ATTRIBUTES:

- Reliable
- Accountable
- Responsible
- Positive
- Organized
- Able to multi-task
- Outgoing personality (enjoy engaging with people)

- Self-disciplined
- Process oriented
- Strong attention to detail
- Strong work ethic
- Comfortable pushing back on internal stakeholders when necessary
- Clear communication, oral/written English
- Solving problem skills
- Supervision skills

DESIRED CORPORATE BEHAVIOURS:

- Makes fact-based decisions having done the hard work of obtaining actual data
- Leaders who are visible, accessible and provide coaching to encourage lifelong learning
- Fosters teamwork and diversity to achieve the best solution
- Takes ownership, speak up immediately, respond quickly, escalate if needed and think like an owner
- Drives continuous improvement through personal initiative and innovation
- Learns from failures in a positive/structured way...focusing on process and other improvements going forward
- Achieves results consistently meeting our commitments
- Focus' on what's important to our customers (internal or external)

APPLICATION PROCESS:

If you are interested and qualified or know of someone who could be, please contact **HUMAN RESOURCES** at careers@evansonline.com .

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Posted 03/17/2022