



## **Electrical Engineer / Project Manager**

### **JOB DESCRIPTION**

#### **Position Profile:**

Reporting to the General Manager, this position will provide opportunity for growth within the company. Primary responsibility will be to manage projects and design medical device testing equipment.

#### **Responsibilities:**

As an Electrical Engineer / Project Manager, your responsibilities will be to:

- Manage concurrent projects
- Develop metrics and report on project progress regularly
- Lead an interdisciplinary team of designers
- Use analysis, modeling and prototyping to create electromechanical systems
- Perform electrical design and program firmware/software of control systems
- Contribute to the conceptual design of new products
- Efficiently analyze problems and use your experience and knowledge of engineering fundamentals to create a solution that meets the client's needs
- Design and verify through process validation that products meet business goals and end user needs. Assist with transfer of product to manufacturing
- Quickly understand novel technologies and how to integrate into a product
- Create and maintain a documentation package suitable for manufacturing transfer and regulatory submission
- Maintain and expand your technical knowledge and skills
- Understanding of good documentation practices
- Troubleshoot equipment malfunctions or design defects
- Provide technical assistance when needed
- Candidate must be able to work independently with minimal supervision
- Effective verbal and written communication skills are required
- Any other related duties, as required

#### **Qualifications:**

- Masters in Electrical Engineering
- Minimum of eight (8) years of technical experience in electrical design involving instrumentation
- Minimum of three (3) years in a project management role



- Strong interpersonal skills
- Proficiency with Altium design software
- Experience with software design and principles of physics (especially fluidics) would be considered strong assets
- Will consider demonstrated experience and capability in lieu of qualifications

### **How to Apply**

Please e-mail your application to [careers@vivitrolabs.com](mailto:careers@vivitrolabs.com). Please ensure the position title is in the subject line. When sending your attachment, please ensure it is in Microsoft Word (.doc), Adobe Acrobat (.pdf) or text (.txt) format. You can also fax your resume to (250) 483-1975.

Salary will be commensurate with skills and experience. We thank all those who apply to ViVitro Labs, but only those candidates selected for an interview will be contacted, no phone calls please.