Job Title:	Deputy Application Engineer
Department/Location:	Design / Guernsey or Bridgwater
Reports to:	NPI Programme Manager & Application Engineer – Christophe
Staff Responsibilities: No direct line management	
Hours of work:	As required to fulfil duties, generally 37.5 hours per week. Note: Travel between Guernsey and UK may be necessary

Summary of Position:

To provide costings and quotations for new and refurbished projects

To make sure that the correct information and sales documentation is up to date and clearly communicated throughout to the sales and marketing team

Create an automatic quote process using a combination of Excel and Word

Primary Responsibilities

1	Liaise with senior application engineer to understand concept designs and technical quotations for new projects
2	Prepare cost estimates when required for new machine designs (both for quotations and internal projects)
3	Support sales, service and design teams
4	Liaise with operation and purchase team to obtain feedback on cost on ongoing project
5	Update standard machine costings as required
6	Liaise with finance department to capture end of project costs
7	Implement automatisation of quote process
8	In liaison with Sales and Marketing, keep sales documentation up to date
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Note: This job profile is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the business. The post-holder will be expected to participate in this process.

Personal Specification

	Essential	Desirable
Qualifications & Training	HNC, HND, Degree in a design or Engineering	
Experience	Manufacturing industries	
Qualities and Attitude	Self-starter, able to work with minimum supervision. Highly organised with good time management. Good communication skills able to present information.	

Competencies

Understanding of manufacturing processes to ensure accurate costings	
IT skills with a good knowledge of Excel and Word, ideally some knowledge in Visual Basic	
Basic knowledge in the use of 3D CAD (such as SolidWorks)	

Prepared by

Name:	Christophe Fierdepied	Date:	18-May-2022	
Title and/or Department:	NPI Programme Manager & Application Engineer			