

APPLICATIONS ENGINEER

Job Description Overview

Applications Engineers are responsible for the preparation of Sales drawings, equipment costing, quotations, order entry and other documentation in support of sales efforts. Duties include coordinating with Sales and Engineering from Customer inquiry until the final equipment purchase order is prepared for engineering. This is a visible position within the Company, suppliers and to our customers. Solid communication skills are required due to the combined Sales and Engineering nature of this position. Reports to the Director of PRAB Sales & Marketing, and may infrequently be called upon to supervise the work of others, depending on project size & workload.

Qualifications

- Dedication to excellence and a quality output
- Associates of Applied Science in Engineering Technology, or equivalent experience.
- Working knowledge of AutoCAD, 3-D experience is a plus.
- Working knowledge of Windows, MS Word, Excel, CRM software.
- Basic knowledge of machine design & electrical controls (PLC).
- Communication and Organization skills.
- Cost estimating experience is desirable.
- Experience in the bulk material handling and processing industry a plus

Responsibilities

The following are required of this position on a daily basis:

- Promote excellence throughout the department
- Review the RFQ, clarify the customer requirements, and help determine the proper equipment.
- Work with Sales to prioritize the proposal schedule
- Production of sales drawings, formal and budgetary proposals.
- Produce installation RFQs
- Estimate equipment costs, get bids for buyout items and installation.
- May act as customer contact.
- Testing and evaluation of Customer materials, includes writing test reports.
- "Ownership" and responsibility for assigned projects.
- Maintenance of Proposal Schedule by finishing work on time.
- Work independently, accurately, and efficiently.
- Work closely and communicate with other departments.
- Applications Engineers represent the company at a high level and must conduct themselves in a professional manner.
- Occasional travel to customer facilities providing Sales support.