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# Example of Engineering Management Job Description

Our company is growing rapidly and is hiring for an engineering management. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for engineering management

* Participate in Engineering change implementation management meetings and appoint necessary sourcing tasks
* Analyze project financial data for Department Manager and Project Engineers
* Assist Project Engineers in cost management, generation of cost estimates, risk assessments, and tracking against cost and schedule requirements
* Support the creation of proposals for new business
* Troubleshoot and resolve issues related to financial/scheduling systems and seek ways to improve them for more efficient and accurate execution
* Schedule, track, monitor, and report production status of departmental projects
* Adjust and monitor project forecasts for Project Engineer
* Process tool and equipment orders and order development material, and track the procurement process and schedules
* Assign projects and balance workloads
* Read, Interpret & classify released engineering changes

## Qualifications for engineering management

* Experience with Navy Strategic Project Office (SSP)
* Work experience in the biotech, pharmaceutical, IVD, medical device or semiconductor industries is desirable
* Experience working in an ISO13485 or FDA certified environment is required
* Experience in high-volume production in a high-tech consumables industry is a plus
* Experience in production support or process development is required
* Demonstrable expertise in definition of targets together with the ability to work independently and assume responsibility