



MED

"Think Globally, Act Locally"

MED ENGINEERING (PTY) LTD

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Job Profile: Mechanical Designer

1. **Work according to Project Schedule** – Working and managing your design time accordingly to the project schedule set out for each project.
2. **Project / Machine Design** – The design of machines relevant to the appropriate project at hand.
 - a. Responsibilities of each designer as listed under mission statement
 - b. Design according to the design recipe
3. **Direct sales** – Components for clients with regards to: warranty replacements, wear & tear, breakdowns, or pure direct sales of components. Individual is responsible for ordering / fabrication of the components and arranging for delivery to the client.
4. **Designer Admin** – General admin that must be done throughout the designing process.
 - a. "Fault reports" – Excel sheet that reports mistakes made on a design and the impact on the fabrication / installation process.
 - b. Time Sheets – Excel sheet to report the appropriate time that was spent on each task at hand.
 - c. Follow up on orders – Follow up on whether your components submitted to the buyer via a MOR has been ordered / arrived etc.
 - d. Quality Control – Walking through the workshop 2 – 3 times a day to take a look at your jobs in fabrication process, ensuring the job is on the correct track.
5. **Follow up on Laser cutting**– Constant communication to follow up on laser cut parts and ETA's of each job submitted. Also, giving feedback to the team regarding the process.
6. **MED Standards Database** – The responsibility of updating the MED standards library if machine / component you are working with does not correspond with the library.
7. **Internal Project Management** – Acts as the drawing office coordinator of the project which involves the following:
 - a. Set up of final layout drawings and side view developments
 - b. Coordination between the design and installation
 - c. Site visits - Ensure the correct information from the drawing office is carried over to site.
8. **Management of Project Schedule** – Constant update on the project schedule indicating the progress of each task allocated to everybody. This must be done at least two times per week reporting the feedback to the Head of Projects.
9. **Design input / solutions** – Providing ideas with regards to a design, brainstorming solutions to a particular problem or making components more efficient.
10. **Data Pack Overview** – Going through a colleague's design and checking the data pack accordingly providing notes of adjustments in order to make the data pack complete for issue.
11. **Designers Manual** – Capturing the critical design criteria of machines throughout the designing process, creating a designer's manual for future use by new personnel.
12. **Jigs Design** – Designing a jig if the component/machine fits the following requirements:
 - a. A high number of the components / machines have to be made for a project.
 - b. Repeatability of the job.
13. **Standardization** – The process of standardizing certain components / machines in order to fit in any situation, providing necessary formulas indicating the appropriate application.

Desired Qualifications

B.Eng or B.Tech degree in mechanical engineering.

Please email your CV to design2@med-automation.co.za