



Fabrication • Painting • Machining • Welding • Assembly

MANUFACTURING INC.

Our Performance, Your Success

For more than 45 years, CGL Manufacturing has been a supplier of choice for OEM customers in the Material Handling, Rail, Construction, Forestry, Agriculture, Mining and Defense industries. With operations in both Canada and China, our focus is safety, quality, delivery, cost and the environment. Our mission of good parts on time along with strong customer relationships and company performance will continue our history of growth.

YOU HAVE OPTIONS, WHY CHOOSE CGL:

- Competitive wages with incentive plan
- A challenging high mix, low volume non-automotive production environment
- Steady, full-time non-seasonal work in a growing company
- Inclusive and open to everyone
- Comprehensive benefits package – dental care, vision care, extended health care
- Fully funded RSP (no matching required), funded LTD program
- Annual scholarships for team member or their children enrolled in college, university or trade school

*****SIGNING BONUS FOR DIRECT HIRES: \$200 UPON HIRE AND \$300 BONUS UPON SUCCESSFUL COMPLETION OF PROBATION*****

Position Title: Program Manager
Department: Engineering
Report To: Director of Engineering

Position Summary:

Reporting to the Director of Engineering and acting as a contributing member of the Management Group the incumbent will be responsible for managing the Advanced Product Quality Planning (APQP) process, product launch, the Engineering Change Notice process and supporting continuous improvement and lean manufacturing.

Primary Responsibilities:

The incumbent will support the engineering and manufacturing development cycle by acting as a coordinator between the customer, business development team, process engineering team and operations team.

- APQP Leadership – set priorities and get projects completed, on time and on budget
 - Report project status to Senior Management Group
 - Manage customer expectations and timelines
 - Lead process development sessions to ensure the optimal manufacturing process is utilized to maximize efficiency, productivity and profit for each project
 - Support business development when quoting new business – process development, process review
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- Support capital and tooling acquisition process – equipment / tooling specifications, capacity planning support
- Continuous Improvement and Lean Manufacturing focused.
- Establishes and coordinates production/manufacturing work methods to meet work schedules and produces engineering change notices.
- Direct & manage all aspects of New Programs through the effective application of AQP (Advance Quality Planning). The AQP must be aimed at the effective coordinating of all applicable resources, ranging from Raw Material Order, to Finished Product Qualification.
- Conduct preliminary Drawing & Process Review in conjunction with the Customer as applicable.
- Co-ordinate with Production Manager, in order to define a Production Schedule, which will ensure adherence to the agreed Delivery Schedule and minimize delays to regular production.
- Coordinate resource staff during Process & Product Development.
- Set Project Priorities, while effectively dealing with conflicts between projects.
- Establish, Monitor and Reinforce Project Deliverables.
- Identify and effectively work with the CGL team to remove constraints.
- Serve as Liaison between CGL & Customers, in order to effectively address Project issues.
- Provide clear and concise communication to direct project support parties.
- Clearly define each element of the Project, up to the point of Process Transition to Manufacturing.
- Timely communicate to the Sales & Marketing department any foreseen delays, ECNs, etc. accordingly.
- Report out on Project Performance including Accomplishments, Planned Activities & Delays with attention to dates.
- Coordinate all available resources in an effort to achieve 100% of the Project Milestones.
- Ensure a fully proven and reliable process is developed prior to releasing to production.
- Ensure the timely Development & Implementation of Corrective Actions as required.
- Assume responsibility as Engineering Support upon full successful New Program Introduction.
- Ensure that all Product and Process Changes are documented and approved via ECNs prior to their implementation.
- Document any cost reduction ideas that may arise during development.
- Help establish and adhere to program budgets where applicable.
- Determine resource requirements where applicable.
- Ensure that quoted cycle times are achieved and Notify Sales & Marketing of any discrepancies.
- Support projection jobs as needed to evaluate prints, parts and apply for deviations as needed



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Qualifications

- 5 years of related experience in project engineering or program management with a focus on new product development.
- Knowledge of machining, casting and/or welding.
- Preference will be given to candidates with previous CNC Machining, Welding, Fixture design related experience
- Proficient in Microsoft Office software (Excel, Word, PowerPoint and Microsoft Project)
- Knowledge of CAD, SolidWorks and MRP systems an asset
- Excellent organizational skills with a demonstrated ability to prioritize and analyze difficult issues
- Strong negotiation and communication skills, both verbal and written
- Knowledge of ISO 9001 and ISO/TS 16949
- Ability to multi-task and meet deadlines in a fast-paced high mix low volume environment
- Demonstrated ability to perform both independently and with good judgment in a team environment

Must have a valid driver's licence and be able to travel to the US and China