

POSITION: Project Engineer I

REPORTS TO: Vice President, Operations

PRIMARY PURPOSE OF THE POSITION

Perform and execute projects relating to the integration, testing, installation, and support of all SeaSpace products. Responsible for Data Operations' systems and performance.

RESPONSIBILITIES

- Integration, configuration, testing, installation and support of all SeaSpace products (geospatial and antenna products).
- Troubleshoot hardware problems and recommend rapid solution by identifying possible failed components. If required generate and provide Return Material Authorization (RMA) report to customer.
- Provide ongoing technical support to all customers under software warranty or software maintenance contract in a timely basis via email, phone, and/or fax. Log all correspondence in CRM Software package.
- Assist in the Software test and verification prior to general release to customer base.
- Knowledge of transfer of data to our customers and responsible for data archiving.
- Review all Data Operations contracts, and if necessary write and provide Statement of Work (SOW) to customers.
- Perform daily and monthly checks of Data Operations systems to ensure proper system performance and data distribution.
- Verify that all items purchased by customer are delivered.
- Communicate with customer during all phases of projects.
- Write and perform Factory and Site Acceptance Test (FAT & SAT) procedures for SeaSpace products both at SeaSpace and at customer sites.
- Update and timely submission of Project Check List and Project Binder.
- Ability to communicate effectively with domestic and foreign customers.
- Work with purchasing and materials management staff to acquire components and subsystems.
- Assist with the preparation of technical proposals related to Data sales.
- Concise communication between core department's sales, engineering and operations.
- Able to travel both domestically and foreign for up to 30% of time, occasionally on short notice.
- Timely submission of trip reports, analysis, signed customer acceptance reports, and expense reports.
- Adherence to ISO procedures. Knowledge and understanding of Production ISO procedures and work instructions.
- Maintain all assigned projects on schedule and provide weekly status reports.
- Special projects as assigned.
- Performs other duties and responsibilities as required or requested which may become essential to this position.
- Represents SeaSpace both internally and externally by demonstrating professionalism and knowledge of position and reflects core company values of the highest standards.

REQUIREMENTS

- BS degree preferred in related field. AA degree acceptable with appropriate experience.
- 3-5 years experience in GIS, remote sensing, technical support and RF related fields.
- Working knowledge of unix/linux operating systems and of MicroSoft office products.
- Ability to conceptualize the entire scope of the project from inception to completion.
- Strong organization and communication skills.
- Ability to establish priorities, work independently and proceed with objectives without supervision.
- Mechanical skills with the ability to use light-industrial tools such as wrenches, screw drivers, drills, etc.

PHYSICAL REQUIREMENTS

- Ability to sit for prolonged periods of time performing essential functions.
- Ability to climb, balance, stoop, kneel, crouch or crawl.
- Ability to lift and carry up to 50 pounds.