

## Job Description

**Position** – Engineering Systems Technician

**Reporting to** – Digital Transformation Principal

**Purpose / Role** – Support engineers in the usage of SMD’s CAD and engineering systems, manage and maintain SMD’s engineering tools identifying opportunities for improvements, and ensure integrity of engineering data.

### **Key Responsibilities**

- Provide end user and new-starter training in SMD’s engineering systems.
- Provide first level support to the engineering CAD system users, including direct support, liaising with suppliers and communicating solutions.
- Work with superusers across the business to gather feedback and ideas for improvement, and support migration of basic administrative and checking tasks back to the user level.
- Be pro-active in recommending CAD system and process modifications/improvements; and support the Digital team in the planning and delivery of CAD system upgrades, updates and customisations.
- Implementation and maintenance of guidance for engineering tools to improve ways of working, including:
  - Autodesk Inventor integrated with Vault;
  - AutoCAD / AutoCAD Electrical and the product design & manufacturing collection of tools;
  - Autodesk Vault (including BOM management via Vault items, ECO and lifecycle control);
- Managing and maintaining the engineering CAD libraries and standards, and documentation to support ISO9001, CE marking and other approvals / standards.
- Management of ANSYS FEA, Autodesk Nastran & Autodesk CFD software and coordination of user support from third-party providers as required.
- Occasional administrative coverage/support for data synchronisation between CAD systems and ERP, including SMD Shanghai databases.

### **Key Internal Interfaces**

IT Team / Engineering Team / Documentation Team (CAD data for documentation) / Operations Team (CAD data for procurement, manufacturing and as-built data).

### **Key Skills**

- CAD Skills: Proficient with use of Autodesk Inventor, Vault and AutoCAD.
- Familiar with the engineering and part data aspects of ERP systems (IFS preferred but not essential).
- MS Office:
  - Ability to capture, manipulate and report data using MS Excel.
  - Ability to create presentation material using MS Powerpoint.
  - Familiar with document creation using MS Word.



## Personal Attributes

- Flexible & diligent approach
- Excellent attention to detail
- Good team worker
- Keen to take on responsibility
- Clear & concise communicator
- Enthusiastic about problem solving
- Keen interest in the Autodesk ecosystem

## Core Competences

- **Company values** – By example promote the Company values.
  - **Interpersonal Awareness** - The ability to understand and take account of others' thoughts, feelings and emotions.
  - **Analysis and Judgement** - The ability to investigate and interpret data, issues and situations, and weigh the options to make sound decisions.
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