

New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Occ. Code 7927500

Manufacturing Engineering Specialist, Grade 23

Brief Description of Class

Manufacturing Engineering Specialists provide technical guidance and support to correctional facility industrial staff and management regarding the manufacturing process for various products within the Correctional Industries Program (Corcraft) at the Department of Corrections and Community Supervision (DOCCS).

Distinguishing Characteristics

Under the general direction of the Assistant Director Correctional Industries Operations, incumbents plan, implement, monitor, evaluate, and improve projects within Correctional Industries, including manufacturing processes, methods, and techniques; plant layout and workflow; packaging; costs; and manufacturing machinery, equipment, and materials.

Related Classes

Assistant Director Correctional Industries Operations oversees all manufacturing within the Division of Correctional Industries Program. The incumbent directly supervises the Production Planning and Control Manager, Manufacturing Engineering Specialist(s), Industrial Quality Control Analyst, and Senior and Industrial Superintendents concerning industries operations.

Industrial Quality Control Analyst establishes and manages the Quality Control Program at Correctional Industries facilities; plans new product lines; reviews and resolves product failures or complaints; assists with bid specifications; and oversees Quality Control Supervisors.

Production Planning and Control Manager establishes and manages the Production Control activities throughout the organization including within Central Office and at Correctional Industries facilities; oversees throughput and productivity; actively involved in large customer projects and liaising between Sales & Marketing and facility production; and oversees Production Control Supervisors.

Illustrative Duties

Provides technical leadership and support to the facilities with regard to new product design, development, and existing product improvements; works with purchasing and vendors in determining specifications for products, equipment, parts, or material purchases, and evaluating products according to quality standards and specifications; manages the Corcraft "Specials" process, and tracks and documents prototypes; reviews new and existing product structures for completeness and accuracy; determines root causes of failures and recommends changes in design, tolerance, or processing method; oversees structural design requirements for structural and performance products; visits facilities to develop new concepts and study product development; and maintains production, cost, and equipment records.

Minimum Qualifications

Open Competitive: bachelor's degree in industrial engineering, mechanical engineering, or manufacturing engineering; and three years of post-degree engineering experience in assembly line development and manufacturing. This experience must include mechanical power presses, progressive dies, machining, fixture design, assembly, automation, mass finishing of coating metal products, or a combination of the above types of manufacturing areas.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

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