



## POSITION DESCRIPTION

<b>Position:</b>	<b>Electronics Engineer</b>
<b>Reports To:</b>	Engineering Manager
<b>Supervises:</b>	N/A
<b>Location:</b>	West Melbourne
<b>Tenure:</b>	Full time Position for three months with potential for extension.

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- General Responsibility:** The Electronics Engineer's main focus will be to:
- Design and model electronic systems as required to meet Project objectives
  - Assist the Engineering Team in Certification Testing

You will report to the Engineering Manager for technical matters relating to how you perform your work, the tools you use and the standards your work must meet.

Your work will involve working closely with Project Managers, the Purchasing Officer and the Business Development Team.

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- Specific Areas of Responsibility:** The specific areas of responsibility for assigned tasks will include, but not be limited to, the following:
- Apply the required Tectonica electronic development process to the electronic design and prototyping tasks
  - Create electronic design and verification documents
  - Plan, define, develop, and document functional, systems, acceptance, performance, and/or stress/load tests to uncover defects and improve the overall quality of electronic elements
  - Participate in working groups, design reviews, and other forums with customers and end-users to discuss and agree designs and explore improvement opportunities
  - Provide estimates for the team schedule and notify any schedule variances to the team leader
  - Produce all artefacts required for deliverables and internal reviews
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- Comply with Tectonica policies, processes and instructions including those relating to safety, duty of care and the Quality Management System
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**Qualifications & Experience:**

- Tertiary qualifications in electronics engineering
  - Demonstrated 5+ years of experience in electrical boards design and layout within the Defence industry
  - Knowledge in moving design to production
  - Experience with Altium or other CAD package
  - Basic understanding of software and hardware configuration
  - Ability to undertake electronic test design
  - Experience in producing and reviewing technical documentation including electronic design documents, test plans, test descriptions, and test reports
  - Experience liaising with customers and end-users
  - Experience working in a team environment
  - Understanding of the life-cycles of Defence projects
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**Personal Qualities:**

- Well-developed communication skills (both written and oral)
  - Ability to work with others in a team environment, including sharing knowledge and experiences
  - Ability to plan, schedule, prioritise tasks and to meet deadlines
  - Attention to detail
  - Helpful, cooperative and outgoing personality
  - Good problem solving skills and the ability to develop creative and innovative alternative solutions
  - Ability to adapt to new tasks, technologies, processes and procedures
  - Customer focused
  - Displays behaviours which reflect Company values
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