

Garibaldi Glass Industries Inc, a leading international glass fabricator located in Vancouver B.C. is seeking a technical resource with project management skills and experience to lead in the growth of our structural glass systems product line. This new position requires a motivated self starter with a proven track record to work with our existing team. From conceptual design through to manufacturability, our candidate needs strong AutoCAD skills, design & process improvement skills & the ability to coordinate engineering requirements. Our innovative company produces industry-leading complete solutions in design, manufacturing, & quality with world class customer solutions and care.

Responsibilities include:

Planning / Scheduling / Manufacturing:

- Analyzes quotes to actual project requirements, ensuring accurate costing and pre-production planning (ensure sale price: overall quantities and labour to project is as projected)
- Establishes acceptable quality control levels, control measures, and quality assurance according to outlined specifications.
- Establishes performance and delivery time criteria
- Coordinates and oversees the scheduling, work sequencing and all other aspects of the day to day manufacture of projects to meet customer demands.
- Coordinates the development of SOP's for both standard and custom jobs.
- Coordinates basic feasibility and risk assessments of potential projects to determine viability; analyzing all company capabilities (manufacturing processes/equipment, human resources and technical)
- Works with the sales team to enhance and continuously improve the sales tools and processes to enable the sales team to concentrate on selling.
- Schedules and participates in appropriate meetings.

Material procurement:

- Work with purchasing dept and vendors to develop, administer and monitor procurement plans and receipt of all required materials.
- Develops and monitors bills of materials for each project and product family (standard and non-standard assemblies).
- Establishes relationships with potential external partners such as vendors.
- Coordinates ongoing vendor and part analysis to have approved parts list for RFP process (standard parts).
- Coordinates and communicates with vendors to purchase custom parts.

Engineering:

- Develops AutoCAD drawings for components and assemblies up to and including shop drawings (develop GGI's internal CAD dept to assist).
- Finalizes design and procure custom machined parts as required.
- Ensures all components are suitable for the application.
- Designs for Manufacturing and Assembly (DFM, DFA)
- Ensures products and assemblies for projects comply with design and engineering needs. (i.e.: Engineering and regulatory requirements, etc).
- Works with sales to develop, centralize and maintain appropriate libraries of components and related reference materials and documentation.
- Responsible for process improvements from sales through to manufacturing and beyond.

Education and experience:

- Minimum 3 years practical experience.
- Manufacturing, installation experience would be an asset
- Project management skills
- Operations management would be an asset
- Glass and glazing experience would be an asset
- Engineering experience would be an asset
- Lean manufacturing experience would be an asset

Knowledge, Skills, Abilities and Other Attributes:

- Strong mechanical aptitude, design and conceptual skills.
- Strong computer skills, MS Office, CAD, Internet
- Advanced arithmetic
- Excellent communication skills (verbal and written)
- Results orientated
- Attention to detail
- Proven track record of success

To apply for this role, please send your resume in word format to resumes@garibaldiglass.com stating 'Structural Systems Coordinator' in the subject line.

Thank you in advance for your interest. We regret that we can only respond to candidates chosen for an interview.