



Wayne Metals, LLC
POSITION DESCRIPTION

POSITION TITLE: Process Engineer

DEPARTMENT: Engineering

REPORTS TO: Engineering Manager

POSITION SUMMARY: The **Process Engineer** is responsible for analyzing, improving, and sustaining manufacturing processes to ensure safe, efficient, and cost-effective production. This role works cross-functionally with engineering, production, quality, and maintenance teams to optimize workflows, reduce waste, improve product quality, and support continuous improvement initiatives. The Process Engineer identifies opportunities for improvement, develops solutions, implements process changes, and monitors results to ensure consistent operational performance.

DUTIES AND RESPONSIBILITIES:

- Analyze manufacturing processes to identify inefficiencies, quality concerns, and cost reduction opportunities.
- Design, implement, and monitor improvements to manufacturing workflows and production methods.
- Develop standardized procedures and best practices for production processes.
- Support lean manufacturing and continuous improvement initiatives.
- Troubleshoot process issues affecting quality, productivity, or safety.
- Work closely with production teams to resolve manufacturing challenges.
- Provide technical guidance to operators, supervisors, and maintenance personnel.
- Develop and maintain process documentation, including work instructions, SOPs, and process maps.
- Establish process parameters and ensure compliance with engineering and quality standards.
- Assist in developing training materials for new or revised processes.
- Support the introduction of new products or equipment into production.
- Participate in process validation, testing, and capability analysis.
- Coordinate with engineering and production to ensure smooth implementation.
- Track and analyze production metrics such as cycle time, scrap rates, and throughput.
- Use data to drive continuous improvement and operational decision-making.
- Prepare reports on process performance and improvement initiatives.
- Ensure manufacturing processes meet safety, environmental, and regulatory requirements.
- Identify risks and participate in safety improvement initiatives.

EDUCATION AND EXPERIENCE:

- Bachelor's degree in Engineering (Manufacturing, Mechanical, Industrial, or related field) or equivalent experience.
- 2–5 years of experience in a manufacturing or production environment.
- Strong analytical and problem-solving skills.
- Ability to interpret technical drawings and manufacturing specifications.
- Experience with process improvement methodologies (Lean, Six Sigma, or similar).
- Strong communication and collaboration skills.

KNOWLEDGE, SKILLS, ABILITIES:

- Experience in metal fabrication, machining, laser cutting, or welding environments.
- Experience with ERP or production management systems.
- Project management experience.
- Continuous improvement mindset
- Problem solving and root cause analysis
- Process documentation and standardization
- Data analysis and decision making
- Collaboration and cross-functional teamwork
- Technical troubleshooting
- Combination of office and manufacturing floor environment.
- Regular exposure to production equipment, noise, and industrial conditions.
- May require standing, walking, and occasional lifting up to 45 lbs.
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ENVIRONMENTAL MANAGEMENT RESPONSIBILITIES:

- Conform to all Wayne Metals, LLC environmental policies, programs and procedures.
- Conform to all State of Indiana laws and regulations.
- Report any environmental concerns to supervisor, Environmental Management Representative, or the Plant manager.

Internal

- 5 or less points at the time of interview
- 1 or less quality coaching in last 12 months
- Pass blueprint reading test

External

- Within 6 months to attend programming training at multiple suppliers
- Pass blueprint reading test
- Good record of employment
- 2 professional references