JOB DESCRIPTION

M Wave Design Corp.

Job Title: **RF Engineer, Level II**

Date: **6/5/2019**

Department: **Engineering**

| **X** | Exempt | | Non-Exempt |

Job Reports To: CTO/ Engineering Manager

General Job Summary and Purpose

Perform activities of production department to design, document, analyze, manufacture, and test electronic components, products, and systems by performing the following duties. Other duties may be assigned however this job has no supervisory responsibilities.

Job Task, Duties and Responsibilities

- With minimal input from the CTO, design files, and the engineering team; the engineer develops, documents, and tests new and existing products, and develop test procedures.
- Records and manages electronic data files.
- Documents processes and completes paperwork.
- Maintains training on critical processes and procedures.
- Maintains an organized workstation.

Note: The intent of this list of primary duties is to provide a representative summary of the major duties and responsibilities of this job. Specific duties and responsibilities may vary based upon departmental needs and projects.

MINIMUM QUALIFICATIONS

Education and Experience

- Basic familiarity with passive Microwave test procedures/ concepts/ equipment.
- BS or MS degree in engineering or hard science (Physics, Math, etc.)   Or 4+ years of related experience and/or training or
- Equivalent combination of education and experience.
- Computer file management (naming/ renaming and organizing test data files)

Required Knowledge/Skills/Abilities/Key Competencies

- Ability to read, analyze, interpret, create, and communicate technical procedures and is competent at RF/ Microwave network analysis measurements.
- Able to create & modify drawings (ACAD/ Solidworks).
- Is consistently at work and on time; Ensures work responsibilities are covered when absent.
- Follows instructions, responds to management direction and takes responsibility for own actions.
- Keeps commitments and commits to additional hours of work when necessary to reach goals