



## JOB DESCRIPTION

Job Title:	<b>Manufacturing SAP Programmer</b>	Pay Grade:	<b>PA</b>
Department:	506 - Data Center	Reports to:	IT Manager
Status	Exempt/Salary	Revision Date:	February 7, 2020

**SUMMARY:** This position is responsible for developing, writing, enhancing, and customizing manufacturing systems related programming and reporting for manufacturing and non-manufacturing areas within Precix. Reviewing the accuracy of the barcode data collecting process for manufacturing areas as well as shipping, receiving and inventory. Meeting with manufacturing supervision to review and discuss error logs/production reporting by error types, work centers and employees. Assisting in the correction, troubleshooting and training of the shop floor user community.

### **DUTIES AND RESPONSIBILITIES:**

- Program, document, and implement bar code input scanning systems and modules designed specifically to ensure transactional controls, accountability and traceability.
- Design, write, test, and implement, customizations/reports to SAP software and other manufacturing systems as needed.
- Monitor transactional data interchanged between MS SQL and SAP interface tables to identify any inconsistencies and help manufacturing to develop and review Key Performance Indicators
- Work closely with the rest of the IT group and User Community during upgrades, bug fixes and scheduled downtimes.
- Assist IT Manager by working to a specific Project Log Listing with ownership and signoffs.
- Support IT group by performing other tasks as assigned by the IT Manager.
- Run and review daily error logs with each responsible manufacturing manager for root cause and corrective action.
- Interface with all levels of management and end users on any manufacturing systems related process transaction, transactional, operational or barcode scanning or label issue.
- Work with Receiving, Shipping and Manufacturing groups to ensure procedures and processes are in place and effectively functioning in each department.
- Recommend, support, and take lead in inventory and overall transactional improvement methods.
- Contact the appropriate parties with the recommended corrective action path when deficiencies are discovered. Resubmit corrections when necessary.
- Generate error logs against key manufacturing areas for troubleshooting and support purposes.
- Act as backup to IT Manager upon request and/or as needed due to absences or travel.
- Perform other duties as required and requested.

### **SUPERVISORY RESPONSIBILITIES:**

- None

### **EDUCATION AND EXPERIENCE:**

- Bachelor's degree in Computer Science or equivalent of at least 5 years of experience in computer networking and computer systems administration
- Minimum five years of experience in programming in a manufacturing environment

### **QUALIFICATIONS:**

- Minimum five years of experience Access/SQL and/or Visual Basic programming.

## JOB DESCRIPTION: Manufacturing Program Analyst

- General MRP, ERP full suite experience (SAP preferred), MS Word, Excel and Access suite experience.
- Must have knowledge of barcode systems and/or training and experience in the same (customization, scan sequences, labels and report generation).
- Must have experience in barcode system set up for barcode printers, scanners, scales and related input devices.
- Must have good oral and written communication skills in English; able to write work instructions and procedures.

### **PHYSICAL DEMANDS AND WORK ENVIRONMENT:**

- The work environment mostly consists of working at a desk for long periods of time.
- Occasionally will work in manufacturing environment which may have exposure to noise, varying temperatures, rubber smells, and chemicals.
- Work near moving mechanical parts up to 1/3 of the time.
- Work locations vary as does exposure to noise levels varying from quiet to very loud 1/3 of the time.
- Must be able to use protective safety equipment or procedures.

Annual Testing Required			
X	Hearing Test		
	Respirator Fit Testing		
	Vision Test		
Vision Requirements			
	Close Vision (clear vision at 20 inches or less)		Ability to adjust focus
	Distance Vision (clear vision at 20 feet or more)		Other: (specify)
	Color Vision (ability to identify & distinguish colors)		No special requirements
Type of Personal Protective Equipment Required			
X	Safety Glasses		Protective Clothing
X	Hearing Protection		Other (please specify)
	Respirators		

Physical Demands	Amount of Time Spent			
	None	Up to 1/3	1/3 to 2/3	2/3 to all
Standing		X		
Walking		X		
Sitting			X	
Use hands to handle or touch				X
Use fingers to pinch or grasp		X		
Reach above shoulders		X		
Climb or balance	X			
Stoop, kneel, crouch or crawl		X		
Talk or hear			X	
Smell or Taste	X			
Use foot/feet to operate machine	X			

**JOB DESCRIPTION: Manufacturing Program Analyst**

Weight of material to lift	Time Spent			
	None	Up to 1/3	1/3 to 2/3	2/3 to all
Up to 10 pounds		X		
Up to 25 pounds		X		
Up to 50 pounds		X		
Up to 75 pounds	X			
More than 75 pounds	X			

Weight of material to push or pull	Time Spent			
	None	Up to 1/3	1/3 to 2/3	2/3 to all
Up to 10 pounds		X		
Up to 25 pounds		X		
Up to 50 pounds		X		
Up to 75 pounds		X		
More than 75 pounds	X			
	None	Up to 1/3	1/3 to 2/3	2/3 to all
Repetitive Motion			X	

Tools or Equipment Used (e.g. forklift or computer, etc.)	Time Spent (check one for each)			
	None	Up to 1/3	1/3 to 2/3	2/3 to all
Computer				X

Travel Required	% of Time
Domestic	0 Up to 5%
International	0%

*The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

*Precix is an Equal Opportunity Employer.*