

# ENTELEE

5620 International Parkway ▪ New Hope , Minnesota 55428 ▪ (763) 577-9000 ▪ Fax:  
(763) 577-9010

## TECHNICAL PUBLICATIONS

#TP#

**This job letter is updated on a weekly basis.**

**For job postings updated daily – go to [www.entelee.com](http://www.entelee.com).**

**October 21, 2010**

**If you have an interest in the jobs listed below, please call**

**Phyllis at**

**(763) 577-9000.**

**E-Mail Address: [engineeringteam@entelee.com](mailto:engineeringteam@entelee.com)**

## TECHNICAL PUBLICATIONS#TP1#

14928663 **Labeling Coordinator** with 4 yr degree and 3+ yrs exp. Will facilitate the development of detailed labeling project timelines and complete/coordinate and drive labeling deliverables to ensure timeline is met. (West Suburbs)

14914130 **Technical Writer** with 6-8 yrs exp. Will be responsible for producing technical documents such as use cases, flowcharts, technical designs through interviews with software development staff. ( Indiana )

14910392 **Documentation Specialist** with Bachelors degree and 2+ yrs exp. Will perform business analyst tasks related to the development and support of solutions in both hard and soft copy formats. ( St. Paul )

14596677 **Technical Writer/Document Specialist** with advanced skills in technical writing. Will be responsible for development of process documentation as a member of project teams developing substation maintenance programs. ( Minneapolis )

14583891 **Engineering Web Site Content Specialist** with Associate degree and 2+ yrs exp. Will apply continuous improvement to existing sites by implementing engineering web site policies, developing content and publishing. ( Indiana )

14583847 **Technical Writer** with Associate degree and have a basic mechanical aptitude. Will develop and publish text-based, graphical, and web-based technical information for emission control systems. ( Wisconsin )

14560614 **Technical Writer I** with Bachelors degree and 1+ yrs exp. Will bring clarity and consistency to product development documents through accurate and concise writing and effective use of document format. (West Suburbs)

14450409 **Marketing Communications Specialist** with HS diploma and 3-5+ yrs exp. Will create and update content for external-facing websites and maintains the content for an internal portal. (North Suburbs)

14445951 **Technical Writer** with a Bachelors degree and 6+ yrs exp. Will create, update, and maintain directions for use, labeling, graphics and specifications for new and existing medical device products. ( California )

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## **CONFIGURATION MANAGEMENT**

#CFG#

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**Tracy or Phyllis at**

**(763) 577-9000.**

**E-Mail Address: [engineeringteam@entegee.com](mailto:engineeringteam@entegee.com)**

**CONFIGURATION MANAGEMENT #CFG1#**

14393095 **Validation Engineer** with an undergrad degree and medical device exp. Will review process validation protocols and reports supplied by a contract manufacturer and maintain all process planning documentation for product lines. (North Suburbs)

13743462 **Project Administer II** Must have Bachelors Degree with 2+ years Project Management experience, Blue Print reading and strong computer skills. Will be primarily

supporting Configuration Management (CM) activities associated with the engineering release process. ( Wisconsin )

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## **DESIGN/DRAFTING**

#DES#

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**Tracy or Tom F. at**

**(763) 577-9000.**

**E-Mail Address: [engineeringteam@entegee.com](mailto:engineeringteam@entegee.com)**

**MECHANICAL DESIGN#DES1#**

14926405 **Mechanical Designer IV** with 5+ yrs exp. Will lead design of each platform, interface with engineering, manufacturing, and supply chain, support and attend design reviews and complete 3D modeling. ( Wisconsin )

14591913 **UG Designer** with Unigraphics experience. Will be supporting engineer units with various CAD design projects. (South Suburbs)

14579433 **Process Designer** with 8+ yrs exp. and strong knowledge of AutoCAD X-reference systems. Will maintain AutoCAD documents including master backgrounds, standard details, and contractor modifications. ( St. Paul )

14535705 **Mold Designer** with 5-10 yrs experience as a mold maker. Will design and build plastic injection molds, fixtures and necessary tooling in order to support the manufacturing. ( St. Paul )

#### **ELECTRICAL DESIGN#DES2#**

14587209 **Electrical Designer** with Associate degree and 2+ yrs exp. Will use AutoCAD and create clear and concise drawings. ( St. Paul )

#### **MECHANICAL DRAFTING#DES3#**

14705353 **Draft Designer** with good Inventory CAD skills. Will be entering prints, ECOS' and will be working with engineers and designers on the project. (West Suburbs)

14583669 **AutoCAD Drafter** with experience with AutoCAD 3D, Smart Blocks and automated bills of material. Will produce and update electrical, civil/structural, mechanical and architectural drawings. ( Colorado )

14514869 **General Drafter II** with 2 yr degree and 3-4 yrs exp. Will detail parts and minor design changes, and provide drawings, data and design information to groups for release. (North Suburbs)

14514837 **General Drafter III** with 2 yr degree and 5+ yrs exp. Will provide product drafting service for line of business, and assist in defining and developing drafting policies. (North Suburbs)

14455488 **Mechanical Drafter** with 2 year degree and strong AutoCAD skills. Will carry out piping drafting assignments, as well as prepare sketches or complete detail and layout drawings. ( Texas )

#### **ELECTRICAL DRAFTING#DES2#**

14587947 **Electrical Designer/Drafter** with 3+ yrs exp and AutoCAD exp. Will do electrical drafting on buildings. ( Minneapolis )

#### **ARCHITECTURAL DRAFTING/GIS#DES5#**

14914556 **CAD Layout** with strong CAD knowledge and project management skills. Will do CAD layout positions, Archibus and EAM applications. (East Suburbs)

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## **TECHNICIAN**

#TEC#

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**If you have an interest in the jobs listed below, please call**

**Mary Sue, Dwight, Jessica or Shane at**

**(763) 577-9000.**

**E-Mail Address: [techteam@entegee.com](mailto:techteam@entegee.com)**

**MECHANICAL TECHNICIANS#TEC1#**

14934618 **CMM PCDMIS 2<sup>nd</sup> shift** with HS diploma or GED and 5+ yrs exp. Will do in process inspection and CMM programming. (North Suburbs)

14931641 **Mechanical Technician II** with HS diploma or GED and assembly exp. Will apply theory and principles of mechanical engineering to modify, develop and test machinery and equipment. (North Suburbs)

14915893 **Mechanical Inspector** with HS diploma or 3-5 yrs exp. Will do a variety of inspections – plastic piece parts to literature using inspection equipment. (North Suburbs)

14586186 **Final Inspector** with 2+ yrs exp. Will perform QA inspection activities on commodities per company and customer requirements. (North Suburbs)

14584904 **Mechanical Technician I** with HS diploma or GED and experience with structural testing. Will do performance and structural testing of filtration products and components. ( Wisconsin )

14584206 **Mechanical Test Technician** with Associate degree and 4+ yrs exp. Will collaborate with engineers to develop medical device components and assembly processes. (North Suburbs)

14580395 **Technical Service Trainer/Developer** with HS diploma or GED and good PowerPoint and Flash skills. Will establish and implement training programs to ensure the maximum effectiveness of the sales effort. ( South Carolina )

14570778 **Mechanical Technician IV** with Associates degree and an understanding of fluids, thermodynamics, and material science. Will work with engineers to design/install/implement test rigs. ( Indiana )

14557255 **Maintenance Repair Technician** with HS diploma or GED and 5+ yrs exp. Will perform mechanical repair, disassembly, assembly installation and fabrication of all types of machinery, equipment and circuits. ( Texas )



14555923 **Technical Services Representative** with Associate degree and 2+ yrs exp. Will provide technical support to customers and Engineers in a fast paced environment utilizing electro/mechanical, pneumatic and fluid flow knowledge. (West Suburbs)

14514089 **SEM Visual Inspection Engineer** with 4 yr degree and 2+ yrs exp. Will be doing visual inspection on medical device products. (West Suburbs)

14506471 **Master Molder** with experience in medical grade products, injection molding. Will set up the molding process. (West Suburbs)

14503401 **R & D Test Technician** with 5-10 yrs work exp. Will provide product assurance test support to product development teams. (West Suburbs)

14472714 **Mechanical Test Technician** with Associate degree and 4+ yrs exp. Will collaborate with engineers to develop medical device components and assembly processes. (North Suburbs)

14450351 **Mechanical Test Technician** with HS diploma and electro/mechanical support exp. Will receive, check-in, decontaminate and perform analysis on explanted product. (North Suburbs)

14405970 **Mechanical Inspector** with HS diploma and 3-5 yrs exp. Must know how to use tool scope. Tasks consist of a variety of inspections from plastic piece parts to literature using inspection equipment such as hand tools, tool scopes and comparator. (North Suburbs)

14337357 **Mechanical Test Technician** with Associate degree and 5+ yrs medical device testing exp. Will assist in the testing of leads and catheters, will perform assembly level DVT testing and will provide feedback to engineers. (North Suburbs)

14289707 **Instrument Technician** with instrumentation and data acquisition experience and be proficient in MS Office. Will provide instrumentation and electronics support for engine testing and development as well as assist in all aspects of testing. ( New Mexico )

14281288 **Test Technician** with AA and 1+ yrs exp. Will perform technical tasks, processes or conduct tests from detailed or non-detailed instructions, assess hardware, process or material performance against established standards or specifications. (North Suburbs)

14021262 **Quality Tech III** with HS diploma and 5+ yrs exp with testing new and modified products. Will define, document, analyze, perform, and interpret developmental tests for new and/or modified products or product components. (North Suburbs)

13952125 **Cell Lead** with 1 – 3 yrs of electro-mechanical assembly exp. Will utilize Lean and/or 6 Sigma principles and tools to lead or support product design improvements, process improvements or cost reduction activities. (Southwest Suburbs)

13892462 **Mech/Elec Assemblers** with 1 – 3 yrs exp in electro-mechanical assembly, ability to read blueprints and schematics. Must have the flexibility to work on 1<sup>st</sup> and 2<sup>nd</sup> shift. Will read, develop and update prints, schematics, assembly processes and product structures. (Southwest Suburbs)

13892334 **Check Out Technician** with 4+ yrs of direct manufacturing exp. Will perform complete machine integration and checkout, ensuring the resolution of mechanical, electrical and processing problems. (Southwest Suburbs)

**ELECTRICAL TECHNICIANS#TEC2#**

14935029 **Electronic Technician** with Associate degree and 3+ yrs exp. Will provide inspection and testing of components or products to ensure compliance to specifications. (South Suburbs)

14923677 **Electrical Manufacturing Technician** with technical degree and 1+ yrs exp. Will use schematics, diagrams to perform simple and complex testing, troubleshooting and assembly of electronic and mechanical components, equipment or systems. (South Suburbs)

14581089 **Field Service Technician** with 2 yr degree and 1+ yrs exp. Will install, service and repair automated packaging machinery – this position requires extensive travel to customer sites. ( Central MN )

14566531 **Electrical Technician** with Associates degree and 3-5 yrs exp. Will facilitate and perform the repair of returned external pulse generators as well as troubleshoot and comply with company policies and instructions. (North Suburbs)

14566444 **Electrical Technician** with Associates degree and 3-5 yrs exp. Will facilitate and perform the repair of returned external pulse generators as well as troubleshoot and comply with company policies and instructions. (North Suburbs)

14554158 **PC Server Technician** with HS diploma or GED and 1+ yr exp. Will swap parts, basic soldering, diagnostic testing and troubleshooting. ( Northern MN )

14541938 **Test Technician II** with Associate degree and 3+ yrs exp. Will perform final diagnostic test on units assembled in production automation. ( Texas )

14497099 **Electrical Test Technician** with Associates degree and 1-3 yrs exp. Will build/assemble test boards for HV capacitor and battery testing. (North Suburbs)

**CHEMICAL TECHNICIANS#TEC3#**

14600631 **Lab Technician** with HS diploma or GED and 1-2 yrs exp. Will to analytical and physical testing on all in bound and outbound chemical products. ( Texas )

**CIVIL TECHNICIANS#TEC4#**

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