



Job Description

Project Manager, Metals

Tool Gauge is located in Tacoma, Wash. We are a fast-paced, non-union job shop. We specialize in precision machining and assembly applications supporting the aerospace industry.

We are currently seeking an experienced Project Manager for our metals machining division, responsible for coordinating team efforts to qualify parts and assemblies for production. The Project Manager is responsible for the research and development of quotations, the coordination of request for quote (RFQ) activities with customers, vendors, and coworkers, as well as the planning of manufacturing activities pertaining to new projects. The Project Manager manages projects from start to a production-ready part.

Primary responsibilities

- Interprets technical information, both 2D and 3D data, from our customers
- Quotes, plans, and schedules manufacturing activities to meet customer requirements
- Works effectively with customers, vendors, and coworkers to manage activities in achieving project goals
- Develops project objectives by reviewing customer proposals and plans
- Determines project specifications by studying product design, customer requirements, and performance standards
- Prepares cost estimates by reviewing bids from contractors and determining internal costs by calculating production, labor, material, and tooling costs
- Determines project schedules by studying project plans and specifications, calculating time requirements, and sequencing project elements
- Maintains project schedules by monitoring project progress, reviewing design, specifications, plans, and schedule changes, recommends actions, coordinates activities, and solves problems
- Works with technicians, production, quality, and other manufacturing staff to ensure quality output of manufactured goods
- Creates, initiates, and maintains ERP data such as but not limited to ECO, NPI, BOM, inventory item numbers, revisions, and document control
- Monitors and reports schedules to customers and coworkers during the implementation of new projects
- Coordinates with production and quality assurance staff during the implementation of new projects
- Monitors quality and on-time delivery reports provided by customers to assure that the company's performance ratings are accurate
- Note: This job description is not all inclusive of the responsibilities that may be required

Requirements

- Must be analytical, well organized, honest, ethical, reliable, and have a good work ethic
- Excellent written and verbal communication skills – must be able to write reports, business correspondence, and work instructions
- Computer literate with working knowledge of Microsoft Office, Solidworks or Catia, and JobBoss ERP system a bonus
- Familiarity with manufacturing processes as it pertains to machined metal aerospace parts and assemblies
- Ability to understanding technical specifications, including but not limited to reading blueprints, 3D part data, fixtures, quoting methods, and inspection methods

- Knowledge of modern quality management systems (ISO 9001, AS9100)
- Knowledge of machined metal and plastic manufacturing processes
- Working knowledge of CAD-based software tools
- Self-starter, self-directed ability to work independently or in teams
- Able to successfully manage multiple projects simultaneously
- Able to effectively present information and respond to questions from groups of managers, suppliers, and customers

We offer competitive compensation and benefits, including medical, dental, vision, paid holidays and vacation, 401k, and profit sharing. A pre-employment drug screen is required before onboarding. You must be a U.S. citizen or a legally authorized foreign worker.

Tool Gauge is an equal opportunity employer.

How to apply

Candidates should send their resume to hr@toolgauge.net. We will review all resumes for qualifications and contact candidates whose profile is of interest to schedule an interview.