

JOB TITLE: **Project Engineer**
DEPARTMENT: **Engineering**
REPORTS TO: **Engineering Management**

ABOUT BOULDER IQ:

Boulder iQ: Bringing Products to Market from Product Concept through Manufacturing

Boulder iQ is an expert contract consulting firm providing all the services a life science company needs to get its product to market. With years of experience in regulatory, quality, product development, manufacturing, and contract EO sterilization, our single-source solution speeds the product development and regulatory submissions process. Our experts help companies navigate through the process of getting medical device, diagnostic and combination products to the market quickly.

ESSENTIAL DUTIES & RESPONSIBILITIES:

This position is responsible for the execution of engineering and project management activities including product design, product testing, process testing, and related quality requirement.

Primary Responsibilities:

- Provides leadership, support, and guidance to projects developing medical device products.
- Executes engineering product development activities including design and development.
- Designs and develops medical devices using fundamental principles of engineering.
- Manages projects using company Standard Operating Procedures with sound project management principles.
- Adheres to company objectives and company milestones with a focus on meeting schedules and milestones.
- Develops concepts and designs using latest in engineering principles and technologies.
- Interfaces with external suppliers including identification, assessment, and selection as required, identifies technologies and processes for the development activities.
- Responsible for adherence to Good Manufacturing Practices (GMP) and other regulatory agencies for compliance.
- Writes test protocols and reports to support development of projects. Carries out validation and verification activities.
- Generates and maintains required R&D and manufacturing protocols, reports, and records as applicable.
- Supports all requirements for submission to regulatory agencies for product clearances.

Additional Responsibilities:

- Responsible for training per company requirements.
- Provides updates for project review meetings.
- Provides mentoring to less experienced engineers.
- Additional Quality, Regulatory, and QMS needs may arise and will require support.

AUTHORITIES FOR POSITION:

- Develop product design.
- Prepare applicable design and development documentation.
- Prepare test protocols and reports.
- Execute test protocols.
- Aid in design transfer to manufacturing.

COMPETENCY REQUIRED FOR POSITION:

- BS in engineering
- Proficiency in Excel, Word, MS Project, and statistical methods
- Proficiency in SolidWorks or other CAD software and FEA a plus

QUALIFICATIONS REQUIRED FOR POSITION:

- Quality standards within the company
- Demonstrated understanding of various types of mechanisms, materials, proper tolerance, drafting standards, and GD&T
- Statistical analysis understanding for creating sampling plans and summarizing test results
- Familiarity with design for manufacturing principles
- Experience utilizing computer aided design (CAD) to develop a product
- Technical writing: protocols, testing results, procedures, status, and special reports
- Scheduling work to achieve goals
- Good interpersonal, verbal, and written communication skills
- Self-starter with little supervision required for day-to-day activities
- Ability to work safely in laboratory and shop environments

WORKING ENVIRONMENT:

- Primarily a desk position utilizing a personal computer
- Will include regular use of an engineering laboratory and workshop

BENEFITS:

Boulder iQ is located in the city of Boulder, CO, an area known for its outdoor lifestyle and appreciation for work-life balance. Being located at the base of the foothills of the Colorado Rockies, Boulder offers easy access to many outdoor activities including hiking, biking, skiing, climbing and camping.

Additional benefits Boulder iQ provides:

- Health, Dental and Vision insurance
- 401(k)
- Paid Time Off
- Company Holidays

NOTE: Please be aware that **relocation assistance is not a negotiable benefit** for this position.

Boulder iQ is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status as a protected veteran, among other things, or status as a qualified individual with disability.