

# CEEUS JOB DESCRIPTION

## Industrial Engineer

### Company Overview

Cooperative Electric Energy Utility Supply (CEEUS) is an established and successful wholesale distributor experiencing dynamic growth. Our role in the supply chain is to coordinate the flow of materials and equipment from manufacturers to the electric power companies who serve underserved communities.

Operations are centrally located in West Columbia, South Carolina, allowing us to conveniently serve our member-owners, the Electric Cooperatives of South Carolina, as well as, municipals and investor-owned utilities. We proudly offer next day delivery to our South Carolina customers via our fleet of trucks or common carrier. In order to best serve our customers, CEEUS offers a tool repair service, lineman PPE testing, as well as emerging technologies such as broadband fiber optics and electric vehicle charging.

**We supply the needs of those who power our world.**





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## **ORGANIZATIONAL RELATIONSHIPS**

**Department** | Business Systems

**Reports To** | Vice President of Technology and Business Systems

## **PURPOSE**

Our business, and the role we play in the Electric Utility supply chain, is growing quickly. As we grow, we want a focus on continual process improvement with the aim to deeply know and serve the businesses of our customers and partners. This role will interface directly with all CEEUS stakeholders, and focus on continually increasing the value to each. This role will be focused toward working 'on' our business, so that we are the best supply chain partner our customers have, the best channel partner our suppliers have, and the best place to work that our team members have ever had.

## **NATURE AND SCOPE**

The Industrial Engineer role at CEEUS will pioneer an Industrial Engineering Department for CEEUS in order to drive improvement in CEEUS's process and business metrics. The role has three tasks to advance CEEUS toward a mature and dynamic improvement function:

1. Build a Command of the Facts of all significant processes at CEEUS.
2. Drive improvement projects to add value to CEEUS customers and stakeholders.
3. Lead a Lean Transformation by demonstrating and training Lean Principles to leadership and frontline workers.

## **Qualities | The Industrial Engineer we are looking for will be:**

- Self-motivated and passionate about innovation and continuous improvement.
- Detailed, analytical, and committed to gaining a Command of the Facts.
- A hands-on Lean thinker, eager to "see" opportunities on the shop floor.
- A partner with our frontline workforce in making significant improvements.
- Discerning and confident in making changes and understanding their impact.
- Skilled and comfortable influencing and communicating to cross-functional partners at all levels of our organization.

## **Job Responsibilities**

- Directly lead improvement projects across the business.
- Provide leadership and influence to a broad range of cross-functional partners.
- Identify barriers, bottlenecks, and pain points to continued profitable growth, prioritize problems to solve, and imagine robust solutions to meet business objectives.
- Lead collaboration with cross-functional teams to ensure that projects meet all business

needs and are successfully executed within constraints.

- Communicate well with and influence non-technical business disciplines through the explanation and adoption of industrial engineering and Lean principles.
- Serve multiple up and downstream partners to accomplish goals of varied stakeholders.
- Leverage skills as an individual contributor and in a technical leadership capacity.
- Align strategy and work output with various cross-functional disciplines.
- Work collaboratively with frontline operators to identify and implement improvement.
- Receive coaching from a third-party consultant to build a Command of the Facts, evaluate potential projects, develop improvements, and train others in Lean concepts and thinking.

### **Working Location and Conditions**

- Normal office and warehouse environment, one location
- Standard working hours of 8:00 AM to 5:00 PM, Monday through Friday with 1 hour for lunch
- Subject to be on call as required by department

## **EDUCATION, KNOWLEDGE AND EXPERIENCE**

	<b>Required Qualifications</b>	<b>Preferred Qualifications</b>
<b>Education Level</b>	Bachelor's Degree	
<b>Education Details</b>	Industrial & Systems Engineering	
<b>Work Experience</b>	<p>At least 3 years of work experience in one of the following areas:            Lean, IE, or Process Engineering            Proven ability to provide technical leadership to mentor peers            Ability to work with wide latitude for unreviewed action or decision on most outcomes            Proficiency in MS Office products (Excel, Word, PowerPoint)            Advanced project management skills demonstrated            Excellent communication, relational, and team skills to enable interaction with operators, corporate peers and leaders</p>	Lean Expertise / Certification
<b>Work Details</b>	<p>Knowledge to produce and maintain technical specification documents on both process and equipment improvement opportunities            Ability to move work forward in an environment of urgency</p>	Experience leading cross-functional teams that include technical and non-technical aptitudes
<b>Licenses &amp; Certifications</b>		Lean or Six Sigma certification