



POSITION VACANCY

OPEN DATE: May 14, 2009
CLOSE DATE: OPEN UNTIL FILLED
FROM: Human Resources Department
Texas Mgt. Associates, Inc. (TMA)
SUBJ.: Employment Opportunity at TMA. – San Antonio Corporate Office
POSITION: Electrical Engineer II

ANNOUNCEMENT: TMA is currently seeking a qualified applicant to fill the following full-time, professional position: **Electrical Engineer II**. This position will support the Director of Manufacturing and Engineering Division. Persons interested in this position will be hired as a Full-Time, Non-Exempt employee at a competitive wage. A competitive benefits package is offered.

Duty Hours will be Monday – Friday, 8:00am-5:00pm with one (1) hour for lunch. Positional duties will require evenings and weekends; candidate must be flexible in their schedule. From time to time, TMA operated on a 9/80 schedule. Prospective Part-time candidate duty hours will be negotiated, if applicable.

POSITIONAL REQUIREMENTS:

EDUCATION: Bachelor's Degree in Electrical Engineering is required.
CERTIFICATIONS / PROFESSIONAL DESIGNATIONS: Engineering-in-Training (EIT) or Professional Engineer (P.E.) certification / designation highly preferred and recommended, but not required. Professional Program Management (PMP) certificate is a plus. LabVIEW Certified Developer a plus.
EXPERIENCE: Minimum six (6) to eight (8) years experience in Engineering, Manufacturing and Management. Experience in LabVIEW programming. Experience developing business opportunities and proposals a strong plus.

LOCATION / DIVISION: Corporate Office / Manufacturing and Engineering Division

ADDRESS: 7001 Fairgrounds Parkway
San Antonio, Texas 78238

BASIC FUNCTION: Reviews project instructions and blueprints to ascertain test specifications, procedures, objectives, test equipment, nature of technical problem, and possible solutions such as part redesign, substitution of material or parts, or rearrangement of parts or subassemblies. Prepares engineering and test reports; develops acceptance test procedures. Devises, fabricates, and assembles new or modified electronic, electrical and mechanical components or assemblies for products such as industrial electronic/electro-mechanical equipment, and/or measuring instruments. Sets up and conducts tests of complete units and components under operational conditions to investigate design proposals for improving equipment performance or other factors, or to obtain data for development, standardization, and quality control. Analyzes indicated and calculated test results in relation to design or rated specifications and test objectives, and modifies or adjusts equipment to meet specifications. Records test procedures and results, numerical and graphical data, and recommendations for changes in product or test method. This candidate will be highly involved in developing business opportunities. Computer experience with electrical design software and MS Office Suite is essential. **OTHER DUTIES AS REQUIRED AND ASSIGNED.**

REPRESENTATIVE DUTIES:

- Responsible for both technical and managerial aspects of engineering and manufacturing projects.
- Ensures Engineering and Manufacturing practices / procedures are compliant with ISO 9001:2000.
- Ensures an effective and efficient Configuration Control Program.
- Maintains an effective customer relations program.
- Possession of a valid Texas Motor Vehicle Operator's License and Social Security Card.
- **IMPORTANT: This position may require a security clearance or background investigation. Applicant selected may be subject to a government security investigation.**

ABOUT TMA: Texas Mgt. Associates, Inc., (TMA) is a SBA-certified Small, Disadvantaged Business (SDB). Since 1990, TMA has provided a wide range of high quality technical, program management, engineering, manufacturing, and logistics services to the U.S. Government and private industry. TMA has emerged as a preeminent source for specialized products and professional services that cover the spectrum of disciplines relating to installation, acquisition management, engineering, systems design/development, and manufacturing.

Please forward your resume via mail to: Texas Mgt Associates, Inc.
Human Resources Department
RE: Electrical Engineer II
7001 Fairgrounds Parkway
San Antonio, TX 78238
NO PHONE CALLS PLEASE

OR email to: dbeckwith@t-m-a.com or fax to 210.673.3622.