

Position Description

Position: Engineering Functional Lead

Department: Engineering

Reports to: Engineering Manager

Direct Reports: 9

Position purpose:

The Functional Lead for Engineering Services is accountable for the delivery of functional resources (people, tools, processes) in a timely manner and in accordance with business priorities. The incumbent owns the quality of the work completed by members of the functional team and instigation of performance improvements where necessary.

The Functional Lead owns the cost of the processes, procedures and working systems that are in place, making continuous improvements as required to meet the changing needs of the business. They will ensure that the right resources with the right skills (including personal and team development) are allocated to the appropriate project in a timely manner.

The incumbent will provide technical expertise to projects, advice on the differing technologies that could be employed to create innovative solutions and building commonality and loyalty across multiple projects. The ratio of leadership to hands-on development will be proportional to team size and is expected to be in the order of 3:2.

Key responsibilities:

- Working with Internal and External Customers
 - Fully understand the internal and external customer relationships and requirements.
 - Understands stakeholder needs and expectations and monitors for changes in stakeholder requirements.
 - Manage stakeholder expectations at all levels of the business.
- Leadership
 - Establishing direction - creates a vision, a purpose and strategy through technical and process innovation
 - Aligning people - communicates direction, influences others, and creates teams and coalitions to achieve business objectives. Develop a team which is fully integrated and respected by the rest of the organisation.
 - Motivating and Inspiring - energises team members and enables them to overcome barriers (political and bureaucratic) to change, focus on people. Create a high-performance focussed culture through personal leadership, teamwork, and the development of individual accountability for performance.
 - Leading Change - leads the team through (often) dramatic change to products, programmes, processes, and behaviours. Build a team that continuously challenges their own thoughts and ideas whilst also challenging each other's.
- Management
 - Planning and budgeting - utilise a range of techniques to create detailed plans / budgets, timetables, and resource allocation.

- Organising and staffing - creates structure within a team and defines their roles, policies, procedures, and systems.
- Controlling and problem solving - closely monitors team results, identifying any deviations. Organises solutions with the focus on tasks.
- Predictability and order - focuses on incremental results.
- Follow all manager People and Capability responsibilities as required by the business including but not limited to 1:1s, leave requests, disciplinary matters, performance management, training, H&S and compliance.
- Product Design, Verification, and Ongoing Support
 - Determine feasibility by evaluating analysis, problem definitions, requirements, and alternative solutions.
 - Develop and maintain high quality designs and architecture across multiple products and product families, including product functionality, reliability, design for manufacture, test & compliance, ease of use and maintainability.
 - Review and improve designs using data from multiple sources (e.g., RMA, production, and test yield etc.), ensuring all designs are up to date and aligned with the latest technologies.
- Product Validation and Compliance
 - Interpret and advise others on applicable standards to ensure a clear, concise, and consistent interpretation of requirements and the associated implications on design decisions.
 - Collaborate to ensure all products and their associated documentation are fully compliant with applicable customer, functional, legal, and regulatory requirements.
 - Establish compliance and reliability test standards, perform diagnostic procedures and troubleshooting, and analyse findings.
 - Update compliance knowledge as requirements change by staying current with applicable standards and tracking / researching emerging practices.

The Functional Lead – Engineering Services is a member of the Engineering Department. As a member of this team, you are expected to take an interest and give significant input and advice into projects being worked on by other functional teams across engineering.

Other duties:

- Up-holds the company values
- Assist in the development of RFX responses which may include workshops, business case development, feasibility studies and presentations.
- Contributes to the achievements of Enatel goals and objectives.
- Perform any other tasks as required by your manager and/or the business.

Health & Safety:

- Ensuring all Health & Safety policies and rules are followed, with all tasks completed in a safety conscious manner.
- Working in conjunction with the area Health, Safety & Wellbeing Representative proactively identifying and taking action on hazards and participating in investigations as required.
- Adhere to all health and safety policies whether at our Christchurch premises or elsewhere.



Environmental:

Enatel is committed to minimising the environmental impact of our operations and products.

- Ensuring Environmental policies and processes are followed.

Internal	External
<ul style="list-style-type: none"> • Senior Leadership Team 	<ul style="list-style-type: none"> • Customers
<ul style="list-style-type: none"> • Sales/Marketing team, Product Management 	<ul style="list-style-type: none"> • Third party manufacturers & other suppliers
<ul style="list-style-type: none"> • Project Management 	<ul style="list-style-type: none"> • Contractors
<ul style="list-style-type: none"> • Other engineering teams including software, PCB/mechanical and systems 	
<ul style="list-style-type: none"> • Operations team including manufacturing, sourcing, logistics 	
<ul style="list-style-type: none"> • Finance team 	
<ul style="list-style-type: none"> • Other Enatel departments as required 	

Person Specification

Attribute	Essential	Desirable
Competencies	<ul style="list-style-type: none"> • Business Acumen – Knows how businesses work. Is knowledgeable in current and possible future policies, practices, trends, technology, and information affecting his/her business and organisation. • Action oriented - enjoys working hard and is full of energy for the things he/she sees as challenging. • Motivating Others – Creates a climate in which people want to do their best. Is someone people like working for and with. • Customer Focus – Is dedicated to meeting the expectations and requirements of internal and external customers. Establishes and maintains effective relationships with customers and gains their trust and respect. • Organising and Planning - uses resources effectively and efficiently. Accurately scopes out length and difficulty of tasks and projects. Sets objectives and goals. • Process Management – good at figuring out the processes necessary to get things done. Can simplify complex processes. • Integrity and Trust – is seen as a direct, truthful individual; is widely trusted. • Ethics & Values - Has an appropriate and effective set of core values and beliefs, and acts in line with those values at all times. • Functional/Technical Skills - has the functional and technical knowledge and skills to do the job at a high level of accomplishment. • Process Management – good at figuring out the processes necessary to get things done. Can simplify complex processes. • Learning Agility - the ability to learn quickly in a new environment. 	

	<ul style="list-style-type: none"> • Problem Solving – looks for opportunities to resolve issues and solve problems. Learns quickly when facing new problems. 	
<p>Experience & Knowledge</p>	<p>10+ years proven experience in embedded hardware development, verification, validation, and compliance.</p> <p>Experience in scheduling staff across multiple activities, managing schedules and budgets.</p> <p>Full competency, supported by knowledge and experience in the following:</p> <ul style="list-style-type: none"> • Designing, building verifying, and complying embedded hardware solutions that have been delivered to customers on time, to budget and to the required quality standards (includes scope). • Simulation tools (LtSpice, Tina, Micro-Cap), Mathcad (Maxima, Scilab, Python), thermal, magnetic, and electric field FEA and project management techniques. • National and international regulatory frameworks including UL, RCM, CE, CEC, FCC and CB as well European directives (low-voltage, EMC, RED). • Experience using system verification tools and automated testing frameworks (including LabView). • Hardware test and monitoring tools (oscilloscope, spectrum analyser and power meters). • Differing SMPS topologies, PCB layout for power solutions (including creepage and clearance distances) and SMPS design (closed loop control, amplifier / magnetics design and noise control). • Agile development tools and techniques including scrum and Kanban. • Configuration management and change control. 	<ul style="list-style-type: none"> •

	<ul style="list-style-type: none"> • Electronics design, including the ability to understand and navigate electrical schematics. <p>Ability to take a project from significant uncertainty in the early discovery phases through product launch.</p> <p>Strong commercial and business acumen. Good financial, reporting, and quantitative skills.</p> <p>Analytical mind with problem-solving aptitude.</p> <p>Ability to work independently. Excellent organizational and leadership skills.</p>	
<p>Qualification / Licenses</p>	<ul style="list-style-type: none"> • Degree in electrical / electronic engineering or equivalent vocational training. 	<ul style="list-style-type: none"> • Membership of a relevant industry body (e.g., IEEE)