Below are some of the positions and what the Managers would like to see in a candidate.

- **MANAGER, MANUFACTURING – HEAVY FABRICATION**
- **SR. MECHANICAL ENGINEER**
- **ENGINEER**
- **WELDER**
- **INSPECTOR**
- **MACHINIST**
- **TECHNICAL WRITER**
- **QUALITY MANAGER**
- **QA ENGINEER**
- **SUPERVISOR, QUALITY – LETOURNEAU SUPPLIER QUALITY ENGINEER**

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**MANAGER, MANUFACTURING – HEAVY FABRICATION**

Plans, directs, coordinates, and controls activities of workers into units by performing the following duties. Essential Duties and Responsibilities The following duties and responsibilities are essential. Other duties may be assigned.

- Works injury free, achieves an injury-free working environment, and maintains the highest Health, Safety and Environmental (HSE) standards in our industry. • Strives for continuous improvement in worker safety and is dedicated to ensuring that each employee understands, and acts in accordance with, the company’s HSE policies. • Works with high integrity and complies with corporate guidelines on business ethics. • Meets the requirements of internal and external customers as required to support the production plan. • Manages manpower and equipment resources to meet overall company objectives. • Leads with emphasis on producing products safer, faster, better, and cheaper. • Initiates and monitors metrics that measure performance objectives. Examples are productivity, training, output, quality, 5S, safety, throughput, cost reduction, time keeping and any other relevant measurement. • Ensures accurate and timely reports. • Maintains facilities, equipment and supplies. Replaces or makes adjustments to assembly facilities, equipment and supplies when necessary. • Communicates production requirements to Planning & Purchasing Department and Production Department employees to ensure that the required capacities are reserved to meet required production demand. • Coordinates with appropriate manufacturing personnel the solution to problems related to the Production Schedule, such as material
shortage status, rejection, scrap, re-work, etc. • Initiates or suggests plans to motivate workers to achieve work goals. • Manage the programming employees. • Complies with legal requirements by enforcing company policies and procedures, and regulatory requirements. • Maintains professional and technical knowledge by attending educational workshops, reviewing professional publications, establishing personal networks, benchmarking state-of-the-art practices, participating in professional societies. • Contributes to team effort by accomplishing related results as needed. • Manage the paint shop. • Maintains professional and technical knowledge by attending educational workshops, reviewing professional publications, establishing personal networks, benchmarking state-of-the-art practices, participating in professional societies. • Contributes to team effort by accomplishing related results as needed.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Education and/or Experience Prefer a Bachelor’s or Associates degree and/or ten years of experience or equivalent combination of education and experience. Language Skills Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization, reasoning Ability. Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations, tools, Technology & Equipment. Must be willing to travel. Must be willing to work 2nd shift.

SR. MECHANICAL ENGINEER
• Experienced rotating machine design, familiar with casting, machining, joining, and finishing processes, drilling equipment preferred.
• Create layouts and detail designs of detail parts and assemblies for complicated designs.
• Must know all design tools in design group: AutoCAD, Inventor, ANSYS or equivalent and personal computer tools to increase efficiency.
• Create innovative design concepts to meet design, cost, and performance goals.
• Contribute ideas on cycle time reduction teams.
• Self-directed senior design engineer and works with minimum supervision.
• Experienced in document preparation, revision, and release processes, familiar with configuration management requirements.
• In-depth understanding of Geometric Dimension & Tolerances Y14.5.
• Requires a Bachelor of Science in Engineering plus 10 years minimum of experience in design of complex mechanical components.

***Automotive engines may be a good place to search.
ENGINEER
This position engineers, designs and/or programs components for drilling equipment and other systems. Incumbent receives assignments of limited scope and complexity. Uses a variety of standard problem solving techniques. May assist more senior engineers in carrying out technical tasks requiring computation methods. Duties are assigned with detailed oral and occasionally written instructions. Work is reviewed in detail with guidance given. May give limited technical guidance to junior professionals or technicians working on a common project. Essential Duties and Responsibilities The following duties and responsibilities are essential. Other duties may be assigned. 

• Works injury free, achieves an injury-free working environment, and maintains the highest Health, Safety and Environmental (HSE) standards in our industry. 
• Strives for continuous improvement in worker safety and is dedicated to ensuring that each employee understands, and acts in accordance with, the company’s HSE policies. 
• Works with high integrity and complies with corporate guidelines on business ethics. 
• Creates or reviews product designs, drawings, schematics and/or programs. 
• Specifies components. 
• Prepares product specifications. 
• Generates Bills of Materials. 
• Prepares work & test instructions. 
• Documents the project. 
• Supports manufacturing, fabrication, field service and sales. 
• Submits documentation for Regulatory Body Certification (where applicable). 
• Provides technical support. 
• Assists Designers / Drafters / Technicians in developing the design / programs of products. 
• Performs the design, layout, testing and evaluation of mechanical, electrical and electro-mechanical devices or systems. 
• Performs product development activities including designs, interpretation and implementation of customer specifications and documentation requirements. 
• Provides existing product line support in design activities and/or modification of hardware in production. 
• Conducts engineering studies and may assign work to technical drafting staff.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. 
Education and/or Experience: Bachelor’s degree (B. S.) in Engineering from a four-year College or University is required in related discipline such as Mechanical / Electrical / Computer / Instrumentation / Civil Engineering etc.; with a minimum of 3 years of related experience is required; or equivalent combination of education and experience. 
Certificates, Licenses or other Registrations: None. 
Tools, Technology and Equipment: Ability to use CAD software required and MRP systems preferred. Language Skills Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public. 
Mathematical Ability Ability to comprehend and apply principles of advanced calculus, modern algebra, and advanced statistical theory. Ability to work with concepts such as limits, rings, quadratic and differential equations, and proofs of
theorems. Other Skills and Abilities • Ability to create schematics, bills of material, specifications, customer and manufacturing documentation. • Excellent communication with people at all levels of the organization. • Strong organizational and multi-tasking skills in order to manage multiple projects. • Excellent attention to detail.

WELDER –
Welds metal parts together using both gas welding or brazing and any combination of arc welding processes - Performs related tasks such as thermal cutting and grinding - Repairs broken or cracked parts, fills holes, and increases size of metal parts - Positions and clamps together components of fabricated metal products preparatory to welding - Locates and repairs cracks in industrial engine cylinder heads.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Education and/or Experience: High school diploma or general education degree (GED) preferred; or three years related experience and/or training required; or equivalent combination of education and experience. Certificates, Licenses or other Registrations Welder Certification is required. Tools, Technology and Equipment Must be able to provide and wear steel toe shoes. Language Skills Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Mathematical Ability Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

INSPECTOR –
This position is responsible for performing quality inspections on all parts and equipment to ensure quality standards and drawing specifications are met. Essential Duties and Responsibilities The following duties and responsibilities are essential. Other duties may be assigned. • Works injury free, achieves an injury-free working environment, and maintains the highest Health, Safety and Environmental (HSE) standards in our industry. • Strives for continuous improvement in worker safety and is dedicated to ensuring that each employee understands, and acts in accordance with, the company’s HSE policies. • Works with high integrity and complies with corporate guidelines on business ethics. • Keeps work area clean, safe and identified. • Wears proper safety equipment. • Performs and witness Hydro, FAT (Factory Acceptance Testing), and hardness tests, as needed. • Performs receiving, first article, in process, and final inspections for raw materials, manufactured parts, paint and final assembled product. • Prioritizes parts for inspection. • Checks documentation for clearances and fit dimensions. • Maintains documentation (i.e. purchase orders, work orders, NDE, NCRs, MTRs, etc.). • Under supervision, maintains calibration system and company tools. •
Prepares NCR, test dimensional inspection reports, calibration reports, and other reports, as needed.

Qualifications To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Education and/or Experience High school education; and minimum of one to three months Machinist/Inspection or Dimensional experience, prefer two years experience. Tools, Technology and Equipment • Experience with Dimensional mechanical measurement tools, Micrometers, calipers, hardness testers, etc. • Working knowledge of Microsoft Office (Word, Excel and Outlook), scanners, copiers and fax machine. • Experience with MRP system, preferred. • Knowledge of Calspex, preferred.

MACHINIST –
Studies blueprints, sketches, drawings, manuals, specifications, or sample part to determine dimensions and tolerances of finished workpiece, sequence of operations, and setup requirements - Measures, marks, and scribes dimensions and reference points on material or workpiece as guides for subsequent machining - Selects, aligns, and secures holding fixtures, cutting tools, attachments, accessories, and materials on machines such as mills, lathes, jig borers, grinders, and shapers - Calculates and sets controls to regulate machining factors such as speed, feed, coolant flow, and depth and angle of cut, or enters commands to retrieve, input, or edit computerized machine control media - Starts and observes machine operation to detect malfunctions or out-of-tolerance machining, and adjusts machine controls or control media as required - Verifies conformance of finished workpiece to specifications - Sets up and operates machine on trial run to verify accuracy of machine settings or programmed control data - Fits and assembles parts into complete assembly - Verifies dimensions and alignment of assembly - Installs machined replacement parts in mechanisms, machines, and equipment, and tests operation of unit to ensure functionality and performance - Operates welding equipment to cut or weld parts - Develops specifications from general description and draws sketch of part or product to be fabricated - Confers with engineers, production personnel, programmers, or others to resolve machining or assembly problems.

Education and/or Experience One year certificate from college or technical school, or three years’ experience and/or training preferred; or equivalent combination of education and experience. Certificates, Licenses or other Registrations None. Tools, Technology and Equipment • Experience with the operation of mechanical controls. • Experience with the operation of computerized numerical controls * Working 2nd shift

TECHNICAL WRITER –
This position develops, writes, and edits material for reports, manuals, briefs, proposals,
instruction books, catalogs, and related technical and administrative publications in print or electronic media by performing the following duties. Essential Duties and Responsibilities The following duties and responsibilities are essential. Other duties may be assigned. • Works injury free, achieves an injury-free working environment, and maintains the highest Health, Safety and Environmental (HSE) standards in our industry. • Strives for continuous improvement in worker safety and is dedicated to ensuring that each employee understands, and acts in accordance with, the company’s HSE policies. • Works with high integrity and complies with corporate guidelines on business ethics. • Receives assignment from supervisor. • Observes production, developmental, and experimental activities to determine operating procedure and detail. • Interviews production and engineering personnel and reads journals, reports, and other material to become familiar with product technologies and production methods. • Reviews manufacturer’s and trade catalogs, drawings, and other data relative to operation, maintenance, and service of equipment. • Studies blueprints, sketches, drawings, parts lists, specifications, mock-ups, and product samples to integrate and delineate technology, operating procedure, and production sequence and detail. • Organizes material and completes writing assignment according to set standards regarding order, clarity, conciseness, style, and terminology. • Reviews published materials and recommend revisions or changes in scope, format, and content. • Maintains records, files and revisions. • Selects photographs, drawings, sketches, diagrams, and charts to illustrate material. • Prepares or arranges for preparation of index • Assists in laying out material for publication. • Arranges for formatting, reproduction, and distribution of material.

Qualifications To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Education and/or Experience Associate’s degree (A. A.) or equivalent from two-year college or technical school preferred; or seven to ten years related experience and/or training preferred; or equivalent combination of education and experience. Tools, Technology and Equipment • Proficient in MS Office system. • Proficient in publication software such as Adobe FrameMaker, Acrobat, and Photoshop. • Familiar with illustrating software such as Adobe Illustrator, AutoCAD, Inventor, etc. • Familiar with on-line publishing Language Skills Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public. Mathematical Ability Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs. Other Skills and Abilities Communications and Media – Knowledge of media production, communication, and dissemination techniques and methods. This
includes alternative ways to inform and entertain via written, oral, and visual media.

QUALITY MANAGER –
Either personally or through subordinates, this position plans, coordinates, and directs staff of Quality Control (QC) activities covering receiving inspection, in process inspection, final inspection and gage calibration to ensure product conformance.

Min 5 years’ experience as a QC Manager in a manufacturing plant with a certified quality system. Experienced with common QC activities in Receiving, Shipping, and Manufacturing and test. Experience interfacing with Engineering functions API Q1 experience preferred. Experience/understanding of: NDE Welding Blue prints Inspection tools (mic, caliper, thread gages, calibration, FARO a plus) GD&T a plus Mechanical assembly FAT, Traceability, FAI, mechanical and electrical Metal fabrication methods Exposure to lab basic testing (charpy, hardness, yield, etc) MTRs, COC and other common QC/QA paperwork Good leadership skills, change agent, good communicator Solid computer skills ABS exposure a plus

QA ENGINEER
This position is a newly created position within a new business unit. Consequently, responsibilities will change/evolve over time with changing business needs. Initially the role will be responsible for certain portions of activities associated with two different areas of quality assurance: 1) supplier quality (SQA) and 2) project quality.

Essential Duties and Responsibilities The following duties and responsibilities are essential. Other duties may be assigned.

Project Quality: • Create a data system for analysis of product defects • Respond to customer issues related to Quality Records • Responsible for process improvements and changes through application of Quality skills • Work with plants to resolve problems related to specific projects • Creates project work plans, QPs, and reporting requirements • Establish oversight responsibility for completion/coordination of all quality aspects of large projects • May oversee project QA activities including welder certifications, NDE and other special processes SQA • Evaluate supplier’s capability to deliver materials and services • Perform occasional supplier audits • Evaluate supplier corrective actions; assist suppliers with corrective action as needed • Assist in development of supplier score cards • Coordinates resolution of product quality issues Additional Responsibilities • Procedure development • QMS oversight • Training/presentation • Warranty/concession determination and administration • Data Analysis and reporting

Qualifications To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made
to enable individuals with disabilities to perform the essential functions. Education and/or Experience • B.A. or B.S. and 3 plus years’ experience in the oil industry is required. • Effective change agent • Able to quickly learn the technical aspects of Quality such as SPC, RCA, MSA, FMEA, and process flow diagrams • A basic understanding of the language used in metals (welding, heat treat, NDE, etc., is useful) • Exposure to project management concepts – particularly those used in construction projects • Must be flexible – roles and responsibilities are likely to change often • Training skills • Lead auditor certification • Able to travel as required (domestic and international)

SUPERVISOR, QUALITY - LETOURNEAU
The QC Supervisor is responsible for conducting a series of Quality Control activities in support of the standing manufacturing program, in compliance with regulatory, quality assurance and customers’ requirements (Work Orders requirements). This includes the direct supervision of QC Inspectors and coordination of Third Party Inspection personnel, such as DNV and ABS. PRINCIPAL DUTIES AND RESPONSIBILITIES 1. Plans, directs, organizes, controls and evaluates the work activities of Quality Control Inspectors. Monitors personnel in the performance of assigned tasks. 2. Ensures that activity is in accordance with all requirements and is completed on time. 3. Ensures that all personnel understand the responsibility, authority, and accountability of their position. Ensures that all personnel are properly trained in the procedures and knowledge required for their job descriptions. Conducts cross-training as required. 4. Utilizes electronic system to identify and track non-conformance items. 5. Utilizes and abides by API / ISO 9001 based Quality Management System. 6. Complies with all safety and quality policies, specifications, regulations, and instructions. 7. Responsible for Codes and Certification compliance activities. 8. Performs other such duties as needed or required.

1. Bachelor’s degree from an accredited university or equivalent skills and knowledge. 2. Minimum five (5) years of experience QA/QC in manufacturing / assembly environment, preferably in the Oil and Gas industry. 3. Knowledge of power industry standards API Q1, ASME Codes, ANSI, ASTM, military specifications and other material and welding standards desirable. 4. Knowledge of ISO 9001:2008 5. Working knowledge of MS Access, PowerPoint, Excel and Word. 6. SAP or similar ERP system knowledge. 7. Proven self-driven individual with positive go-get attitude able to motivate and influence a diverse work force at all levels. 8. Excellent written and oral communication skills. 9. Ability to work under pressure. 10. Relevant supervisory experience.

ENGINEER – LETOURNEAU
This position engineers, designs and / or programs components for drilling equipment and other systems. Incumbent receives assignments of limited scope and complexity. Uses a variety of standard problem solving techniques. May assist more senior engineers in carrying out technical tasks requiring computation methods. Duties are assigned with detailed oral and occasionally written instructions. Work is reviewed in detail with guidance given. May give limited technical guidance to junior professionals
or technicians working on a common project. Essential Duties and Responsibilities The following duties and responsibilities are essential. Other duties may be assigned. • Works injury free, achieves an injury-free working environment, and maintains the highest Health, Safety and Environmental (HSE) standards in our industry. • Strives for continuous improvement in worker safety and is dedicated to ensuring that each employee understands, and acts in accordance with, the company’s HSE policies. • Works with high integrity and complies with corporate guidelines on business ethics. • Creates or reviews product designs, drawings, schematics and/or programs. • Specifies components. • Prepares product specifications. • Generates Bills of Materials. • Prepares work & test instructions. • Documents the project. • Supports manufacturing, fabrication, field service and sales. • Submits documentation for Regulatory Body Certification (where applicable). • Provides technical support. • Assists Designers/Drafters/Technicians in developing the design / programs of products. • Performs the design, layout, testing and evaluation of mechanical, electrical and electro-mechanical devices or systems. • Performs product development activities including designs, interpretation and implementation of customer specifications and documentation requirements. • Provides existing product line support in design activities and/or modification of hardware in production. • Conducts engineering studies and may assign work to technical drafting staff.

Qualifications To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Education and/or Experience Bachelor’s degree (B. S.) in Engineering from a four-year College or University is required in related discipline such as Mechanical / Electrical / Computer / Instrumentation / Civil Engineering etc.; with a minimum of 3 years of related experience is required; or equivalent combination of education and experience. Tools, Technology and Equipment Ability to use CAD software required and MRP systems preferred. Language Skills Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public. Mathematical Ability Ability to comprehend and apply principles of advanced calculus, modern algebra, and advanced statistical theory. Ability to work with concepts such as limits, rings, quadratic and differential equations, and proofs of theorems. Other Skills and Abilities • Ability to create schematics, bills of material, specifications, customer and manufacturing documentation. • Excellent communication with people at all levels of the organization. • Strong organizational and multi-tasking skills in order to manage multiple projects. • Excellent attention to detail.

Additional Notes: The main focus for this role will be Mud Pumps. In the past 2 years, this product contributed to more than 30% revenue for Houston products. Customers
are constantly asking for lighter / smaller foot print mud pumps to increase their efficiencies on Offshore and reduce transportation costs on Land Rigs.

SUPPLIER QUALITY ENGINEER

- 3-5 years QE Supplier Audit experience (Audit Certification is required.). Prefer knowledge of API-Q1, 8C, 7K, 4F, ISO-9001/2008 and ABS rules.
- Analyzes NCR, CAR, PCAR, and Evaluate Supplier performance.
- Interfaces with all other engineering functions, all levels of management, and suppliers on quality related issues.
- Broad knowledge of the entire scope of QMS, Procedures, Supplier Management Process, QA/QC fundamental and Machine/Fabrication Manufacturing process.
- Good knowledge of oil and gas products, ASTM, ANSI, ASME, NDE, AWS requirements.
- The Audit certification is required.
- Skills required: Proficient in MS Office such as Word, Excel, and Power Point.