

## **POSITION DESCRIPTION**

**CLEARFIELD, INC**

**POSITION TITLE:** Compliance Engineer

**POSITION OBJECTIVE:** Drives and executes Clearfield's testing compliance programs through innovative problem solving and product, project management. Functions as technical consultant to internal functions and independent testing vendors.

### **POSITION DESCRIPTION:**

1. Manage and oversee projects for product certification to various industry standards.
  - a. Work in tandem with internal Engineering, Product Management, Manufacturing team members and outside labs, supply-chain partners, registrars, etc., to determine precise scope(s) and objectives of test programs.
  - b. Define individual test plan(s) and time schedule in alignment with engineering development and project management schedules.
  - c. Communicate tasks and requirements to internal and external parties.
  - d. Regularly document progress and results and communicate progress to management.
2. Review, synthesize and coordinate external and internal task requirements and assignments on an ongoing basis.
  - a. Determine project plans, checklists and timelines based on project requirements and determine resource availability.
  - b. Identify and communicate process and design improvement opportunities and/or investments in equipment or services that are needed to produce positive test results.
  - c. Review test data and test results relative to compliance requirements and maintain compliance data base.
  - d. Foster a sense of urgency and spirit of cooperation that fulfills Clearfield company values.
3. Utilize knowledge of mechanical engineering, independent test labs, and applicable industry standards to act as technical consultant to the Design and Application Engineering, Manufacturing Operations and Product Management teams.
  - a. Identify gaps and non-compliance issues and work closely with cross-functional teams to close those gaps.
  - b. Troubleshoot failures and recommend and/or support corrective action.
4. Assist in the development of manufacturing processes and necessary documentation for new products.
  - a. Define and develop testing procedures and methods for qualification of new product developed both internally and with external partners.
  - b. Assist Mfg. Engineering in the design and development of internal and external procedures for manufacturing, assembly, testing, and packaging, as per industry accepted standards.
  - c. Review internal and external party technical documentation to assure all compliance requirements are met.
  - d. Specify equipment as necessary for testing throughout the manufacturing and qualification processes.

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- e. Identify problems or risks, in relation to the test programs, collect and analyze data and develop test solutions support from the concept stage of a new product through production manufacturing.
  - f. Suggest alternatives in design or process needed to produce positive qualification results to internal and external parties, during design reviews, and elsewhere as applicable.
  - g. Work proactively with other members of the engineering and product management staff where possible, providing input and assistance on design, manufacturing, quality, process and test issues.
5. Remain abreast of current industry, supplier, and technology advancements and standards to ensure company's products remain marketable and competitive.
  6. Performs other duties as apparent or assigned.

## **POSITION REQUIREMENTS**

- Bachelor's degree, Mechanical Engineering
- Thorough knowledge or experience with telecommunications testing standards and specifications such as Telcordia and UL.
- Background in fiber termination and passive optical products used throughout the telecom and communications industry.
- Four years experience in product testing/certifications
- Excellent organizational, decision making, and communication skills
- Strong problem-solving skills
- EIT Certificate helpful

May 2017