

UNISORB, INC. – JOB DESCRIPTION

APPLICATION ENGINEER

The Application Engineer is responsible for providing engineering assistance to customers and field sales personnel in the application of Unisorb products.

SALES SUPPORT

1. Handles incoming telephone calls from field sales personnel and customers requesting technical assistance. Accurately applies Unisorb products and prepares written proposals.
2. Assists in the maintenance of a complete file of specifications and literature for all machine tool manufacturers and for competitive product lines.
3. Assists in the training of Unisorb sales personnel both in-house and in the field.
4. Assists in the production of drawings required for generation of quotations for use by manufacturing, purchasing and customers.
5. Responsible for assisting in the preparation and continuous review of product data sheets, brochures, catalogs and all printed matter required for the selling effort.

PRODUCT DESIGN

1. Assists with the design of anticipated additions to the line of company products.
2. Prepares and maintains on a continuing basis, complete and accurate bill of materials for company products.
3. Responsible for the analysis of competitive products, and maintains an up-to-date file on major competitors to our products.
4. Assists with the establishment of quality control standards for company products.

QUALIFICATIONS

1. Solid grasp of engineering fundamentals.
2. Ability to communicate technical concepts effectively and persuasively, and present detailed information both verbally and in written form.
3. Ability to solve problems quickly and creatively with a minimum amount of information.
4. Minimum educational requirement of a Bachelor's Degree in Engineering.

The Application Engineer reports to **Curt Curtis** and may be given other assignments.