



Compliance Engineer

Hours: Monday- Thursday 7:00am-4:30pm; Friday 7:00-11:00am. Overtime maybe be required based on business need.

Position Summary: This individual will manage our product compliance activity. The position is responsible for insuring products are compliant with all internal, industry and regulatory standards. The Compliance Engineer will be involved with the product from development through discontinuance. This position will report to the Quality Manager.

Responsibilities:

- Communicate coherently with test labs, suppliers/manufacturers, and internal design teams.
- Manage all compliance information (internal test reports, lab reports, product compliance markings/info, etc.)
- Ensure our games are developed in compliance with specified internal, customer and industry standards.
- Lead the effort of certification of products to UL, CE and FCC standards.
- Develop an understanding of other entities that impose requirements on the products we market.
- Lead activity centered on minimizing the cost and complexity that compliance imposes on our products.
- Direct activity at the development team level to design compliance into our games.
- Arrange and oversee all testing activity both in house and at the test labs.
- Manage the company compliance expenditures against the annual budget.
- Ensure the project is developed in compliance with specified internal, customer and industry standards.

Education/Training:

- Bachelors or Associates degree in Engineering Technology or similar education and 3-5 years of experience.
- An understanding of UL, CE, FCC and RoHS compliance is a plus.
- Lean Manufacturing training and/or experience preferred.

Knowledge/Skills/Abilities:

- Good analytical & problem solving skills. Able to assess situations, collect relevant information or input from subject matter experts and drive manageable solutions.
- Strong organizational & prioritization skills. Must be able to set and manage priorities, adapt to change, and drive activities to closure.
- Are highly motivated and adhere to tight deadlines.

- Actively explore emerging technologies and stay up-to-date on the latest technology.
“Need” to know how things work.
- Attentive to detail.
- Ability to work independently yet closely with all teams.
- Excellent communication skills. Listen, process, and reflect, as much as stating your own opinion.
- Strong computer skills including Microsoft® Office Suite.
- Willingness to receive training as deemed necessary.

Travel Requirements:

- Possible travel to Village facilities located within 5 miles.

Physical Requirements:

- Some physical exertion required, must be able to lift 50 lbs.
- Regularly required to sit, stand, walk, bend, lift, and reach.

Materials and Equipment Utilized:

- Hand tools (pliers, screwdrivers, calipers, tape measures, etc.)
- Computers, printers, etc.

Working Environment:

- Works in an office and manufacturing environment; 90% office, 10% manufacturing.
- Exposed to dust, odors, chemicals, risk of electrical shock, and noise.