



**3 Kendrick Rd.
Wareham, MA**

Job Description: Engineering/Customer Service Temp position

Job Summary

- Under general supervision, this position will review associated part number lists, locate and review customer drawings and specifications and interpret material requirements to determine if the product is eligible for substitution with recommended alternate material.
- Update supplied spreadsheets with information gathered.
- Flexible hours and possibility of remote completion of project.

Reasoning Ability:

- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished written or orally.

Computer Skills :

- General computer literacy and proficiency.
- To perform this job successfully, an individual should have knowledge of Blueprint reading and interpretation, Spreadsheet software (MS Excel) and Word Processing software (WS Word).

Education and/or Experience :

Associate degree (A. A.) or equivalent from two-year college or technical school; or six months to one year related experience and/or training; or equivalent combination of education and experience.

Send Resume to:

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