

NTA, Inc. in Nappanee Indiana, an independent building product testing laboratory is seeking a Test Engineer. The Test Engineer must be technically competent to effectively communicate, promote and oversee all testing assigned. This position includes office responsibilities as well as oversight and hands-on assistance on the lab floor.

The ideal candidate would be responsible for the following:

- Prepare proposals based on client inquires and submittals and accountable for monthly and annual sales
- Plan, organize and work with laboratory manager on scheduling of all responsible tests
- Create and write technical test reports per ASTM and other test standards
- Ensure compliance of all related work to quality and procedure requirements
- Issue and oversee all assigned lab tests with the lab and ensure full compliance to test standards.
- Participate and industry groups or associates as needed like ASTM or ICC
- Communicate with employees and clients through the testing process regarding testing procedures, specifications and results
- Train test lab staff when needed on assigned testing or programs in accordance with quality procedures

The ideal candidate would have the following requirements:

- Knowledge of construction industry, building codes, ASTM standards and structural engineering is a benefit
- Must be technically competent or ability to learn to effectively communicate with employees and clients
- Ability to work independent or in a group
- Excellent written and oral skills
- Excellent Computer skills and experience in Microsoft Excel and Word is a benefit
- Strong group leadership skills

Salary commensurate with experience, benefits package includes health, dental, vision and 401k.