



Domaille Engineering (an ADDMAN company), an ultra-precision design and manufacturing company, is accepting resumes/applications for a **Fiber Optic Equipment Product Support Specialist** position.

Primary Objective:

Work with the product and sales managers, by creating RFQ's and performing order entry for the fiber optic equipment product line. Also responsible for parts of the repair sales process.

Core Responsibilities:

- Working with product and sales managers, create RFQ's and entering orders for the fiber optic equipment line.
- Responsible for the entry and management of RMA's and following up on corrections.
- Responsible for the repair sales process including entering POs, providing quotation, pulling parts, etc.
- Responsible for communicating repair pricing to Product Manager, updating orders, and providing Product Manager with delivery schedules.
- Work with repair technicians on prioritizing customer requests.
- Verify and entering information for new accounts in the ERP system.
- Support marketing efforts including trade shows, exhibits & other events.
- Other duties as assigned.

Education/Experience:

Candidates should have a high school diploma or equivalent

Skills/Qualifications:

- Data entry skills
- Accuracy and attention to detail is critical
- Basic understanding of fiber optic equipment
- Ability to work individually or in a team environment
- Customer focus
- Professionalism
- People skills
- Self-motivated
- Time management of multiple priorities

ADA Requirements:

Office II

- Typically sits, grasps items and performs keyboarding for frequent operation of a computer
- Stand, walk, bend, reach or otherwise move about occasionally
- Lift, move or otherwise transfer items up to 30 lbs. occasionally
- Occasional exposure to typical machine shop physical hazards
- Travel by air or car occasionally

Domaille Engineering provides an atmosphere where your creativity and skills will contribute to the growth of the company and the advancement of the team. We offer a comprehensive benefits package. To learn more about our products and our company, visit our website www.DomailleEngineering.com. You can also obtain our employment application under the Careers section of our website.

Please apply for this position at <https://jobapps.hrdirectapps.com/applicantform/D610378/0> or mail to:

Domaille Engineering
7100 Dresser Drive NE
Rochester, MN 55906
Attention: Alison Hicks

This position must meet Export Control compliance requirements, therefore a "US Person" as defined by 22 C.F.R.