



JST MANUFACTURING JOB DESCRIPTION

Job Title: Product Applications Specialist

Immediate Supervisor: Sales and Marketing Manager

Department: Sales

FLSA Status: Non-Exempt, Full-Time

Schedule / Shift: Monday – Friday 8:00am-5:00pm (based on scheduled requirements)

Location: Meridian, Idaho (Non-Remote)

JOB SUMMARY

The Product Applications Specialist is responsible for preparing customer quotations and proposals, pricing products, creating equipment layouts, and writing equipment specifications. This role involves coordinating with the factory, vendors, sales personnel, and customers to ensure timely and accurate communication and documentation. The specialist will also support the sales team by forwarding quotations and technical documents, answering customer queries, and contributing to the development and execution of service programs and revenue-driving initiatives.

DUTIES & RESPONSIBILITIES

1. Review customer technical specifications and formulate proposals, noting any deviations.
2. Prepare proposals by pricing products, creating equipment layouts, and writing facility drawings and specifications as needed.
3. Review and maintain pricing worksheets.
4. Update and track quotations to ensure accuracy and timeliness.
5. Coordinate with sales personnel, forwarding quotations in Adobe PDF format.
6. Ensure current pricing for standard products and consistency in quotes.
7. Answer customer calls and questions from customers, and coordinate information with the responsible sales person.
8. Prepare PowerPoint presentations for sales purposes.
9. Take product photos for use in proposals and presentations.
10. Contribute to team efforts by completing assigned tasks accurately and on time.
11. Update and maintain sales quoting worksheets.
12. Collaborate effectively with team members, communicating design constraints and working together to find solutions.
13. This position involves contributing to the overall team effort to achieve goals and meet deadlines.
14. Responsibilities may evolve over time and may include tasks unrelated to the initial job description

JOB REQUIREMENTS

1. Strong ability to multitask and work on multiple projects.
2. Strong computer skills.
3. Detail-oriented with strong time management and organizational skills.
4. Ability to read and write clear, concise technical documents.
5. Proficiency in AutoCAD with a minimum of two years' experience.
6. Understanding of Programmable Logic Controllers, preferably Allen Bradley.
7. Ability to effectively present and express written and verbal information to individuals and groups.
8. Skilled in the use of Microsoft Word, Excel, and PowerPoint.
9. Experience in a similar role involving contact and receiving quotes from vendors for engineering development work in a manufacturing, technical, or logistical support environment.

WORK ENVIRONMENT AND EMPLOYEE EXPECTATIONS

- Employees are expected to support the Company's business culture and values by demonstrating teamwork, integrity, good judgement, respect, innovation, and communication as well as by contributing at optimum levels toward the success of the company.
- Able to safely lift and carry, push or pull objects up to 50lbs.
- Able to walk, stand and work on feet for the duration of shift.
- Able to sit for extended periods of sitting at a desk during the shift, with limited opportunities to stand or move around.

COMPANY SUMMARY

JST Manufacturing is the expert in wet bench design and manufacturer and go-to international wet process and precision cleaning technology solutions manufacturer in the semiconductor, biomedical, food processing, and other clean industries. Our customers regard us as the company that can solve their difficult manufacturing process problems. Utilizing an onsite electrical and mechanical engineering staff, and a full plastic and metal fabrication facility, JST Manufacturing can provide both design and fabrication solutions for all of your wet processing processes. With teamwork, integrity, good judgment, innovation, and respect, we are committed to improving our customer's cleaning and handling challenges with quality, cost-efficient, and safe solutions.

By joining the JST Manufacturing, Inc. team you join a team of experts in wet bench design and manufacturing. From start to finish, we can engineer & design, then manufacture & install the right solution for any cleanroom need around the world.



CORE VALUES

JST places great importance on values such as teamwork, integrity, good judgment, respect, innovation, and communication. Upholding these values is crucial for fulfilling our mission and meeting the diverse needs of our customers. These principles serve as the foundational core of our company, and we expect our employees to embody them in their actions.

- **Teamwork** - Recognizing that effective collaboration is key, JST emphasizes the coordinated effort of employees working toward common goals, irrespective of their positions or departments.
- **Integrity** - JST is dedicated to acting with integrity, holding every member to the same moral and ethical standard to maintain the trust our customers place in us.
- **Good Judgment** - We have a responsibility to exercise good judgment, which includes continuous learning, trusting individual team members' skills, addressing biases, questioning and evaluating options, and following through with solutions.
- **Innovation** - Innovation, introducing new methods and solutions, allows JST to fulfill its mission and provide more efficient solutions.
- **Respect** - The company firmly believes in showing respect to every individual, regardless of their role. This includes effective communication, active listening, avoiding interruptions, offering constructive feedback, fair treatment, professionalism, recognition of contributions, and acknowledging others' needs.
- **Communication** - JST believes that effective communication is fundamental for building relationships and minimizing errors. Communication should be clear, conflict-solving, and bidirectional, utilizing approaches such as knowing where and about what to communicate, understanding the audience, active listening, collaboration, face-to-face communication when appropriate, using appropriate body language and tone, and relying on facts rather than unverified information.

BENEFITS AVAILABLE

- Medical / Dental / Vision
- 401(k)
- Life Insurance
- Paid Time Off
- Holiday Pay
- Available Overtime
- Flexible Work Schedule
- Referral Program
- Tuition Reimbursement
- Year End Performance Bonuses
- Competitive Pay BOE
- Remote Work Flexibility
- Possible Relocation Assistance Available



APPLICATION PROCESS

You can download our employment application from [our website](#). Employment applications and resumes are accepted through the following venues:

- (1) Mail: 4040 East Lanark Street, STE 100, Meridian, ID 83642
- (2) Online Application: <https://jstmfg.isolvedhire.com>
- (3) Email: hr@jstmfg.com

Important Notes:

- JST is an AA/EOE employer.
- Applicants must be authorized to work for ANY employer in the U.S. We are unable to sponsor or take over sponsorship of an employment Visa at this time.