

# MAG CANICA

4204 JUTLAND DRIVE  
SAN DIEGO, CA 92117  
USA

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## HIGH PERFORMANCE WIRELESS TORQUE SENSING



## JOB DESCRIPTION

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PRODUCTION SCHEDULING AND OPERATIONS ASSOCIATE  
Full-Time Position

## **COMPANY OVERVIEW**

MagCanica, Inc., a leading provider of non-invasive torque sensor systems to the motorsport, aerospace, and energy sectors, is actively seeking new members to join our San Diego based team as we expect continued and sustained growth during 2026 and beyond. Since the company's inception, MagCanica has focused its efforts on the development and commercialization of its non-contact torque sensor technology, which is used to measure torque on high performance powertrains on racecars, rotorcraft, and turbines. MagCanica is the global market leader in motorsport torque sensing and powertrain performance monitoring across a variety of automotive racing series including Formula 1, Formula E, World Endurance Championship (WEC), IMSA, NASCAR, IndyCar, and Cross-Country Rally. Additionally, MagCanica provides hardware, support services, and technology to the US Navy, as well as Lockheed Martin (Sikorsky) and Vericor Power Systems. Leveraging its leading position in motorsport torque measurement and having established a proven track record in solving some of the most challenging torque measurement problems facing the industry, MagCanica is poised to expand further in its existing markets, as well as into new markets such as electric and autonomous vehicles, and robotics and automation.

## **JOB DESCRIPTION & TYPICAL TASKS**

### *1. CLIENT SERVICING*

- Communicate with customers daily regarding the progress of open orders and the delivery schedule for sending required components to MagCanica
- Update customers on the lead time and progress of their orders through the production process
- Process customer Material Return Authorization Forms and enter information into Enterprise Resource Planning (ERP) software, ensuring appropriate linkage of actionable tasks and documentation
- Intake customer orders and process the orders in MagCanica's ERP software (including the incoming part module, the assembly schedule, the processing schedule, and the shipment schedule)
- Communicate daily outgoing shipment information to customers alongside required documentation
- Provide outstanding customer service by responding to clients in a timely manner and promptly resolving any client issues or concerns as they arise
- Process New Customer Credit Applications by calling vendor references and assisting with setup process
- Prepare customer invoices for fulfilled orders to be issued for payment
- Track outstanding payments using company ERP software and follow up with customers about outstanding payments as needed

### *2. PRODUCTION SCHEDULING AND COORDINATION*

- Consistently monitor the manufactured parts in stock to ensure that sufficient inventory is available to complete customer orders while also avoiding waste and over production of select product lines
- Update ERP software continuously throughout the day to actively maintain the assembly and calibration schedules for the business

- Meet with the Director of Operations weekly at a minimum to facilitate the prioritization of customer orders and update that information in MagCanica's ERP software
- Work with the lead technicians of both the calibration and assembly departments to help support the implementation of the schedule
- Close out shipments, builds, and other daily production functions in ERP software throughout the day to ensure that the most up to date information is consistently available
- Master process flows of product assembly and system calibration activities to appropriately schedule workflow and identify constraints as they arise

### 3. *ADMINISTRATIVE FUNCTIONS*

- Assist in monitoring incoming international customer shipments through customs clearance and troubleshoot any delays that occur alongside other team members
- Assist customers in troubleshooting customs clearance delays for outgoing international shipments alongside other team members
- Serve as redundancy for the Logistics & Administrative Specialist (who primarily handles client shipments) when he or she is out of the office and as needed on a regular basis by being fully trained in and capable of executing international shipments using FedEx, UPS, and DHL, preparing customs paperwork, and carefully packaging shipments
- Serve as redundancy for the Finance and Operations Associate by issuing vendor payments via check when he or she is out of the office by being fully trained in using QuickBooks and understanding the company's accounting structure
- Assist in checking in customer and vendor parts during high volume periods and rushed turnaround times as needed
- Assist in preparing upcoming production batch parts during high volume periods and rushed turnaround times as needed
- Attend interdepartmental and departmental planning meetings as requested by the Director of Operations

## **JOB QUALIFICATIONS**

### **Educational Requirements**

The position requires a Bachelor's degree with at least 2-5 years of prior work experience, preferably in a production environment.

### **The Type of Person We Are Looking For**

The successful candidate will possess a combination of high energy, a "can do" attitude, the ability to juggle multiple tasks and meet timelines and deadlines, and outstanding organizational skills. Additionally, the successful candidate will display strong interpersonal skills, good judgment, the ability to plan effectively, and a high comfort level with using computer software. In particular, detailed working knowledge of Microsoft Office (Word, Excel, Outlook, PowerPoint) is required. Prior knowledge of other software packages such as Enterprise Resource Planning (ERP) software (e.g. SAP, Dynamics 365) and accounting software (e.g. Intuit

QuickBooks) is highly desirable, though not a prerequisite. In general, being a self-starter, having a very strong attention to detail, good listening skills, displaying excellent organizational skills and possessing the concurrent ability to handle a number of different matters in different functional areas, are necessary for success in this position. The successful MagCanica Production Scheduling and Operations Associate is proactive, constantly double-checks his or her work, and follows up constantly and thoroughly with clients, suppliers, team members, and executives as needed to ensure completion of his or her tasks. The Production Scheduling and Operations Associate is expected to spend the majority of his or her time using independent discretion on matters of significance to the Company. This position is an in-person role, i.e. the Production Scheduling and Operations Associate will be expected to work full-time from MagCanica's San Diego facility during normal business hours.

## **COMPENSATION & BENEFITS**

For this position, MagCanica offers very competitive compensation including a competitive base salary depending on the candidate's credentials and experience level, a discretionary yearly performance-based bonus, discretionary yearly merit raise, paid vacation, and 10 paid holidays per year. Benefits include medical, dental, workers' compensation, disability, and life insurance as well as a 401K program with matching and a Flexible Spending Account (FSA) program. The salary range for this position is \$75,000-\$83,000.

## **CONTACT INFORMATION**

Please send your resume **in PDF format with the file name containing your full name to:**

[recruiting@magcanica.com](mailto:recruiting@magcanica.com)

**MAGCANICA IS AN EQUAL OPPORTUNITY EMPLOYER AND WILL CONSIDER ALL APPLICANTS WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX OR NATIONAL ORIGIN.**