

JOB DESCRIPTION

TITLE: Electronic Assembler

REPORTS TO: Plant Manager

PRIMARY FUNCTION:

- Assemble various electronic devices in accordance with established quality standards
- Inspect in process products and parts
- Perform quality checks
- Must be able to perform repetitive tasks accurately and consistently
- Must be able to maintain consistent working hours and have a good work ethic
- Other duties as assigned/required

KNOWLEDGE AND EXPERIENCE:

- Operation of basic assembly equipment (power screwdrivers, socket wrenches, etc.)
- Knowledge of, and ability to follow, standard ESD control practices
- Must be able to read and understand assembly work instructions
- High School education or GED is required
- Soldering experience a plus but not required
- Basic computer operation
- Must have excellent interpersonal skills
- 1-3 years prior assembly experience required
- Must be able to move up to 20 lbs
- Able to meet deadlines
- Able to withstand moderate amounts of stress

MANAGEMENT RESPONSIBILITY:

N/A