



Manufacturing Technician II / III

SHIFT: First Shift 6:30am-3:00pm Monday-Friday
Second Shift 3:00pm-1:30am – Monday-Thursday

EMPLOYMENT AGREEMENT: Non-Exempt

ADVISOR: Manufacturing Technician Manager

PRIMARY CHARACTERISTICS:

- **Principles:** Supports and models the company's principles that are identified in the Declaration of Belief and Direction Statement, in all areas of conduct and business.
- **Team Work:** Works with other Manufacturing Technicians and production personnel to ensure the smoothest and most efficient flow of production possible is achieved.
- **Continuous Improvement:** Actively seeks improvement in the way in which problems are diagnosed, repairs are made and setups are accomplished. Actively seeks improvements in the production process.
- **Mechanical Aptitude:** Inherent ability to understand, interact with and repair mechanical systems.
- **Safety Conscious:** Performs jobs in a safe manner and conforms to all safety rules and requirements.
- **Reliable:** Punctual and has good attendance.
- **Methodical:** Performs, organizes and solves issues in a systematic manor. Utilizes data and facts to find and resolve underlying causes of problems.
- **Customer Focus:** Is driven to service the demands of customers, whether they are internal or external

KEY RESPONSIBILITIES:

- **Proficient ability to install or assemble and debug new equipment or updates to existing equipment:** Works with Engineers and other Technicians to install or update equipment.
- **Perform or assist with product or process qualifications:** Runs tests, gathers and records data and performs other activities required to qualify new products and processes or changes to existing products or processes.
- **Strong proficiency to Diagnose and Repair Equipment and Process issues:** Diagnoses and repairs any equipment or process issues. Find and correct root cause.
- **Secure Support From Other Manufacturing Technicians or Engineers as Necessary:** Exercises good judgment in requesting help from other Manufacturing Technicians in a timely manner when help is needed or when help would increase equipment uptime. Choose the correct person to ask for help.
- **Communicate effectiveness:** Effectively communicates information regarding equipment or process problems to the appropriate person.
- **Data Gathering:** Gathers accurate data to be used for diagnosis, root cause analysis, resolving CAPAs or other purposes.

- Cross Train Duties With Other Manufacturing Technicians: Works with other Manufacturing Technicians as both a student and a teacher. Ensure as many Manufacturing Technicians as possible are trained in all areas of knowledge and all skills to promote maximum competency and efficiency. Level III technicians will teach Level I and II technicians more advanced diagnostic and repair techniques and learn about Preventative Maintenance, rebuilding subassemblies and Setup from Level One technicians. Level III Technicians will learn about more advanced diagnostic techniques and complex repairs from Level IV Technicians.
- Setup Equipment and Production Lines: Receives work orders from production personnel. Locate tooling and other items needed to perform the setup. Install, setup and test tooling in the manner described on the work instructions.
- Technician Backup: Acts as backup for Level I & II Technicians in the areas of Preventative Maintenance, Rebuilding subassemblies and the spare parts system.
- Teach and Coach manufacturing personnel: Teaches and Coaches manufacturing personnel in the proper care, use and cleaning of equipment.
- Perform work in adherence with Safety Rules: Performs work in a safe manner and encourages others to do the same. Reports any safety issues to the Safety Committee.
- Other duties as assigned.

SKILLS REQUIREMENTS:

- Adaptability
- Continuous Learning
- Industry and Technical Knowledge
- Quality Focus
- Team Leadership, Development and Coaching
- Tenacity
- Time and Task Management
- Must be able to demonstrate the ability to read, troubleshoot and make minor edits to PLC programming. Must be able to demonstrate mechanical aptitude and understanding of the interaction between mechanical, pneumatic, electronic and software systems
- Basic computer skills including use of MS Office, MS Outlook, Internet Explorer and other software as required
- Use and understanding of SPC to facilitate diagnosis and adjustment or repair of production equipment
- Must be able to use simple hand tools, arbor press, sander, grinder, diamond files and other tools as required
- Clear effective communications skills

EDUCATION AND WORK EXPERIENCE REQUIREMENTS:

- High School Diploma or GED
- Certified Production Technician (CPT) Certificate or equivalent experience
- Six years of technician experience
- Basic electronics class during post secondary education

PREFERRED REQUIREMENTS:

- A.A.S. Manufacturing technology Degree
- Experience with systems that integrate mechanical, electronics and software
- Some post secondary education in software and controls or equivalent experience
- Metal fabrication and machining experience
- Post secondary education in pneumatics or hydraulics
- Programming experience
- Experience working with vision systems

PHYSICAL REQUIREMENTS:

- Able to lift 40lbs
- Able to stand or sit for an entire shift
- Able to bend, stoop, stretch, reach, lean or otherwise assume the required position to perform repairs on hard to reach parts of equipment
- Able to use a ladder
- Able to operate heavy machinery, power tools and metal working tools
- Wears proper attire and uses proper safety equipment for the task at hand