



Manufacturing Technician II

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:** Seeks improvement in the way in which problems are diagnosed, repairs are made and setups are accomplished. Seeks improvements in the production process.
- **Mechanical Aptitude:** 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. Proactively considers the safety of others.
- **Customer Focus:** Is driven to service the demands of customers, whether they are internal or external.
- **Methodical:** Performs, organizes and solves issues in a systematic manor. Utilizes data and facts to find and resolve underlying causes of problems.
- **Reliable:** Punctual and has good attendance.

KEY RESPONSIBILITIES:

- **Advanced Comprehension of Diagnosis and Equipment Repair and Process issues:** Ability to understand the Diagnosis and repair of any equipment or process issues. Ability to understand how to 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.
- **Communication 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.
- **Setup Equipment and Production Lines:** Receives work orders from production personnel. Locate tooling and other items needed to perform the setup. Installs setup and test tooling in the manner described on the work instructions.
- **Backup other Technicians:** Acts as backup for Level I Technicians in the areas of Preventative Maintenance, Rebuilding subassemblies and the spare parts system.

- 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 required.

SKILLS REQUIREMENTS:

- Must be able to demonstrate knowledge and skills related to mechanical, electronic, pneumatic and PLC troubleshooting
- Basic computer skills including use of MSOffice, MS Outlook, Microsoft Edge 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
- Adaptability
- Continuous Learning
- Industry and Technical Knowledge
- Quality Focus
- Time and Task Management

EDUCATION AND WORK EXPERIENCE REQUIREMENTS:

- High School Diploma or GED
- Certified Production Technician (CPT) Certificate or equivalent experience
- Four years of technician experience

PREFERRED REQUIREMENTS:

- Two year technical degree (preferred in Manufacturing Technology)
- Some post-secondary education in software and controls or equivalent experience
- Metal fabrication and machining experience
- Post secondary education in pneumatics or hydraulics

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
- Proficiency to learn the operation of heavy machinery, power tools and metal working tools
- Wears proper attire and uses proper safety equipment for the task at hand