



Spring Winding Technician

EMPLOYMENT AGREEMENT: Non-Exempt

ADVISOR: Manufacturing Technician Supervisor

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.
- **Teamwork:** 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.
- **Methodical:** Performs, organizes, and solves issues in a systematic manor. Utilizes data and facts to find and resolve underlying causes of problems.
- **Leadership:** Demonstrates the proper way to perform the job and leads through servant leadership and modeling Reell's core values.
- **Safety Conscious:** Performs jobs in a safe manner and conforms to all safety rules and requirements.
- **Reliable:** Punctual and has good attendance.
- **Customer Focus:** Is driven to service the demands of customers, whether they are internal or external

KEY RESPONSIBILITIES:

- **Support Continuous Improvement in the Spring Winding Department:** Supports continuous improvement projects and assists with project related tasks.
- **Proficiency required 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:** Run tests, gathers and records data and performs other activities required to qualify new products and processes or changes to existing products or processes.
- **Proficiency required 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 Effectively:** Communicates information regarding equipment or process problems to the appropriate technician or engineer.

- Data Gathering: Gathers accurate data to be used for diagnosis, root cause analysis, resolving CAPAs or other purposes.
- Setup: 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.
- Teach and Coach Spring winding personnel: Teaches and coaches manufacturing personnel in the proper care, use and cleaning of spring equipment. In addition to how to sort and measure springs.
- 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.
- Is a backup for to all Manufacturing Technicians: Supports all equipment on the production floor as needed.
- Other duties as assigned.

SKILLS REQUIREMENTS:

- Programming spring winding machines
- Must be able to demonstrate advanced knowledge and mechanical aptitude relative to mechanical, electronic, pneumatic and software trouble shooting
- Solid use and understanding of SPC to facilitate diagnosis and adjustment or repair of production equipment
- Experience working with vision systems, sensors and spindle motors
- Must be able to use simple hand tools, arbor press, sander, grinder, diamond files and other tools as required
- Quality Focus
- Clear effective communications skills
- Basic computer skills including use of MS Office, MS Outlook, Internet Explorer and other software as required

EDUCATION AND WORK EXPERIENCE REQUIREMENTS:

- High School Diploma or GED
- A.A.S. technical degree (preferred Manufacturing Technology) or equivalent experience
- Minimum of 5 years of technician experience
- Minimum of 5 years spring winding experience

PREFERRED REQUIREMENTS:

- 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
- Experience working with automation, debugging, and troubleshooting automation equipment

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