



Joining Technologies Inc. Job Description

Job Title: Entry-Level Manufacturing Technician

Report To: Production Supervisor

Department: Production

Duties and Responsibilities: Support weld technicians and quality technicians in a high-volume environment.

- Pre- and post-weld assembly of customer components
- Determine and/or follow method and sequence of operation in performing assembly tasks
- Develop laser welding and quality control knowledge to efficiently execute production according to specifications.
- Perform quality leak checks on customer parts
- Must understand and comply with QA and ISO standards of process, quality, and documentation.

Qualifications:

- Technical school degree or certificate program completion is preferred.
- Ability to read and interpret blueprints preferred
- Adhere to safety guidelines and procedures to ensure a risk-free work environment.
- Monitor equipment and perform maintenance daily and weekly.
- Complies with all aspects of quality management system.
- Organizes work area for orderliness, and cleanliness, always.
- Maintains count and traceability of product.
- Evaluates problems and reports to shift Supervisor and/or Production Manager, as necessary.
- Work independently and have an aptitude for technical, hands-on work.
- Capacity for following instructions and performing detail-oriented work.
- Multi-task and consistently produce a high output.
- Computer aptitude with working knowledge of Microsoft Office.

*****The duties and responsibilities as described above may be supplemented by other duties needed to help drive to our organization's Vision and Core Values.**

Language Ability:

Ability to read, write and comprehend simple instructions, short correspondence, and memos. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

Math Ability:

Ability to add, subtract, multiply, and divide into all units of measure, using whole numbers, common fractions, and decimals.

Reasoning Ability:

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

Computer Skills:

To perform this job successfully, an individual should have knowledge of basic to intermediate MS Word, Excel, Outlook and related manufacturing applications.

Education/Experience:

High school diploma or general education degree (GED); and 1-2 years' related experience and/or training preferred.

Equipment:

Microscope, Metrology equipment, shadow graph

Knowledge, Skills and Other Abilities:

- Good written and verbal English communication skills
- Working knowledge of measurement instruments
- Mechanical aptitude
- Working knowledge of ISO 9001 Quality Management System is preferred.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands, reach with hands and arms, and talk or hear. The employee is frequently required to sit and or stand for long periods of time. The employee is occasionally required to stand and walk. The employee must occasionally lift and/or move up to 45 pounds. Specific vision abilities required by this job include close vision, ability to adjust focus, and ability to see color. The noise level in the work environment is usually moderate.

Equal Opportunity Employer

It is Joining Technologies' policy to provide equal employment opportunity for all qualified employees and applicants without regard to race/color, religion, age, sex (including pregnancy), national origin, disability, veteran status, marital status, genetic information, or other characteristic protected by law.

