



JOB DESCRIPTION

TITLE: SMT ASSOCIATE OPERATOR

Department: Production (SMT)
Reports To: SMT Supervisor
Approved By: Production Manager
Non-Exempt Position

ESSENTIAL DUTIES AND RESPONSIBILITIES:

SMT Associate Operator

No Experience Needed! Training will be provided! The SMT Operator is assigned to a production line and aids in managing and setup the machines that assemble circuit boards that are created by the surface mount technology (SMT) process.

Job Summary

- Load and assist with setup and staging of product on the SMT lines.
- Perform setup and tear down on all feeders for all pick and place machines
- Assist the operator in setting up and running all pick and place machines
- Perform manual placement of SMT components
- Responsible for the proper handling and management of hazardous waste (cleaning chemicals and solder paste) generated in their work area.
- Aide in performing routine machine maintenance.
- Perform other duties as assigned.

Required Skills and Qualifications

- Ability to read and understand setup sheets.
- Ability to read and understand production drawings
- Basic component identification skills
- Ability to build electronic assemblies
- Ability to work in a team-oriented environment.

EDUCATION AND/OR EXPERIENCE:

- H.S. Diploma or GED

MUST BE A U.S. PERSON.

ADA REQUIREMENTS:

The key physical requirements for this position include the ability to move within the distribution warehouse area, walking, sitting, standing, climbing, carrying, pushing/pulling and lifting 1–30 pounds occasionally.

EYE EXAM REQUIREMENT:

An annual eye exam is required due to the nature of our business and customer requirements.

I _____ (employee) have read and agree to the duties, responsibilities and requirements of this job description and have the ability to perform them successfully.

Employee Signature:

Date:

____/____/____