

SMT
SURFACE MOUNT TECHNOLOGY
CORPORATION

<i>Job title</i>	<i>Part-Time Production Associate – 1st, 2nd, & 3rd Shifts</i>
<i>Reports to</i>	<i>Supervisor</i>

Position Summary

Assemblers perform tasks that are necessary to the production process. They are required to read and comprehend instructions and follow established procedures.

Duties and responsibilities

Prep/Slide Line

- Create departmental work instructions in detail
- Component preparation
- Tape and Mask PCB

Assembly Pre-Stuff

- Department set-up including stuffing the line
- Must be proficient in the automated assembly equipment
- Can perform line-leader responsibilities

Higher-Level Assembly (HLA)

- Set-up Torque Drivers
- Set-up assemblies
- Knowledge of hand painting for conformal coat

Final/QU

- Process departmental first article approval
- Solder basic to mid-level difficulty components with proficiency
- Microscope inspection
- Must be proficient in potting (including set-up, run, and calibrate)

Qualifications

- High school or equivalent (preferred)
- Work well with fellow employees
- Follow and understand written and verbal instructions
- Basic computer skills
- Attention to detail
- Ability to sit or stand for entire shift
- Good hand-eye coordination
- Meets or exceeds the required level of quantity results on a consistent basis
- Good attendance

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- Perform other duties as assigned

Benefits

- 401(K) Matching
- Dental Insurance
- Employee Assistance Program
- Health Insurance
- Health savings account
- Life insurance
- Paid time off
- Tuition reimbursement

Schedule

- 4-hour shift
- Monday to Friday