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**TITLE OF POSITION: SMT Line Technician**

**POSITION CLASSIFICATION: Non-Exempt**

**REPORTS TO: Manufacturing Manager**

**DATE OF JOB DESCRIPTION: June 2016**

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**PURPOSE OF POSITION:**

This position is responsible for the accurate and timely assembly of all SMT Line orders. Operates and maintains SMT room equipment and shop area.

**KNOWLEDGE AND EXPERIENCE**

- Associates or Technical degree.
- 3-5 years experience in SMT equipment operation or similar
- General equipment operation and maintenance experience
- Ability to read blueprints and engineering drawings.
- Excellent Project management and organizational skills.
- Excellent computer skills and knowledge of SMT software
- Attention to detail

**PRINCIPAL ACCOUNTABILITIES (Listed in the order of significance to the job):**

- ◆ Operate the SMT line equipment safely and efficiently, producing quality product according to the schedule of daily demand.
- ◆ Report status of daily production orders as required by supervisor. Expedite orders as requested. Resolve order problems, report delays, and coordinate with Planning and Warehouse to ensure that materials are available.
- ◆ Coordinate with Engineering, Planning, Assembly, and Materials to assure on-time delivery of customer orders,
- ◆ Maintain an organized and clean SMT shop, ensuring that all equipment and tools are properly maintained. Ensure the proper storage of all materials.
- ◆ Oversee quality inspection and testing of all assemblies. Maintain shop procedure and work instruction documentation.
- ◆ Train other personnel in equipment operation techniques, shop procedures, product quality, proper use of tools, and safety precautions.
- ◆ Pursue continuous improvement. Initiate new techniques and /or procedures and/or designs as necessary interfacing with the Engineering and Supervisor.
- ◆ Interface with Engineering regarding special assembly or modification requests. Interface with Germany regarding design files, design changes, equipment setup, etc.

- ◆ Performs other duties as directed by Supervisor or required by company.

#### **MEASURE OF PERFORMANCE:**

- Continuous improvement. Solves problems by identifying them and making significant accomplishments toward corrective action and prevention.
- On Time Delivery: meets deadlines by assuring that customers and company requirements are being met.
- Returns to shop due to defect below 1%.
- Lead Time Performance company metric.

#### **DIMENSIONS:**

Approximately 100 orders per month.

Approximately 200 active PCB assemblies.

#### **ENVIRONMENT**

##### **Responsibility and decision-making authority:**

Must communicate by expressing and receiving information from peers and superiors as appropriate.

**Supervisory role:**  **Not applicable to this position**

**If Interested Please Contact HR @ [ecervantes@bega-us.com](mailto:ecervantes@bega-us.com)**