



ELECTRONICS MANUFACTURING TECHNICIAN

JOB TITLE: Electronics Manufacturing Technician

DEPARTMENT: Operations, SEC

REPORTS TO: Shop Foreman

FLSA STATUS: Hourly, Non-Exempt

EFFECTIVE DATE: June 1, 2018

Pay: \$20/hr

DESCRIPTION

The Electronics Manufacturing Technician is responsible for assembling and configuring all components of an electronic security system in preparation for a full-system factory test, and ultimately, final installation.

RESPONSIBILITIES

- Read and interpret plans, schematics, specifications, wiring diagrams, and functional block diagrams • Troubleshoot issues as needed
- Partner with the engineer and programmer for each project to ensure equipment is purchased, delivered and assembled in accordance with the contract requirements for each project
- Receive, verify, organize, and segregate all equipment delivered for each project
- Maintain tools and equipment in proper working condition and maintain inventory of this equipment • Assemble all electronic components in racks, enclosures, or free-standing for each project • Label all electronics components for each project, including HMI stations, CPUs, racks, wires, and any other equipment
- Complete test sheets and oversee factory testing of all points and systems
- Help manage consumable inventory; including material sign-out/project assignment, ordering, and forecasting of future requirements
- Photograph each equipment assembly, pallet, bundle, box, etc. prior to shipment and catalog in corresponding project folder
- Lift up to 50lbs
- Perform basic office duties, including typing, copying, emailing, etc.
- Communicate regularly and effectively as appropriate
- Maintain the standards, culture, and values of CML Security
- Other duties as assigned

QUALIFICATIONS AND SKILLS

- High school diploma or GED preferred
- 3 Years of related experience preferred
- Strong skills in MS office, Word, Excel, Outlook, etc.
- Must be 18 years of age

Employment may be contingent upon successful completion of a background check and drug screen.

Interested Candidates:

Please complete this [Interest Form](#) Interest Form and someone from the WBL team will contact you regarding next steps.