



Position Description

Electrical Assembler / Solderer

Position Title:

Electrical Assembler / Solderer

Reports To:

Production Manager

Position Type:

Full-time, Regular, Non-Exempt

Direct Reports:

None

Position Purpose:

The Electrical Assembler is responsible for assembling, testing and modifying custom electronic parts, systems, and assemblies. Reads and interprets instructions, uses a variety of parts and tools, and fits electronic components together.

Essential Duties & Responsibilities:

- Assemble circuit boards and electronic systems; install components, units, subassemblies, wiring, or assembly casings, using soldering and other tools/equipment.
- Perform small-scale production manual assembly including installation and soldering of through-hole and surface-mount components.
- Work may include fitting or soldering parts together. Some assemblies require the use of adhesives and epoxies. Assembly and soldering work is sometimes performed under a magnifying light or microscope.
- Adjust, repair, or replace component parts to correct defects and to ensure conformance to specifications.
- Inspect to IPC-A-610A standards and test products to ensure conformance to specifications.
- Read and follow work instructions and electronic assembly drawings; receive and follow verbal instructions regarding work assignments.
- Regular and predictable attendance.
- Ability to work cooperatively with co-workers at all levels.
- Ability to work at a constant state of alertness and in a safe manner.
- Contribute to team effort by performing other tasks as appropriate and/or necessary.

Qualifications & Abilities:

- High school diploma or equivalent is required
- IPC-A-610 or J-STD-001 certification preferred, or the ability to be trained to such standards.
- Strong eye-hand coordination, vision and manual dexterity to make precisely coordinated movements of the fingers of one or both hands to grasp, manipulate, or assemble very small objects.
- Small hand assembly experience. Electrical assembly and soldering experience is a plus.
- Strong attention to detail.
- U.S. citizen or permanent legal resident in compliance with US ITAR requirements.
- Assembling and/or inspecting products under a microscope.
- Comfortable with repetitive work.
- Able to perform basic tasks on a computer.
- Able to pass a background check and drug screen.

Physical Requirements

- The physical demands described or implied within the Responsibilities section of this job description are representative of those that must be met by an employee to successfully perform the essential functions of this position.
- Ability to effectively interact and communicate with co-workers.
- Sit and/or stand at workbenches/workstations for long periods.
- Ability to lift and carry 25 pounds.