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**IDENTIFICATION:****04.16.2025**

Job Title: Electronic Technician I

Department: Production

Position: Regular Full-Time

Status: Non-Exempt

**SUMMARY:**

Duties include assembly and alignment of electro-optical systems, production of sub-assemblies for integration into final production, final test and calibration of instruments, trouble shooting of circuit boards, in-house service of instruments.

Must have positive attitude & strong work ethic. Successful candidate will be responsible, hard-working, trust-worthy and dependable person who is able to maintain a neat and orderly work area.

**WORK PERFORMED:****Production:**

- Mechanical assembly and alignment of electro-optical systems
- Production of sub-assemblies for integration into final product
- Final test and calibration of instruments
- Basic trouble shooting of circuit boards, using oscilloscopes and VOM Meters
- Perform system interconnections from a schematic or wiring diagram
- Read and interpret detailed drawings
- Assist with in-house service of instruments

**General Duties:**

- Other duties as assigned

## **REQUIREMENTS:**

### Experience:

- Able to understand schematics and wiring diagrams
- Trouble shoot AC/DC systems
- Preference of 1 to 2 years of experience in a similar setting, but not required for the right candidate

### Education:

- Associates degree or equivalent preferred in electronics
- Course work in Analog and Digital Circuits

### Skills:

- Basic to intermediate computer skills
- Mechanically inclined and good with your hands
- Knowledge of MS Office preferred
- Good communication and interpersonal skills
- Attention to detail, self-starter, organized

## **WORKING CONDITIONS:**

Shared office space. Regular interaction with other employees, engineers, and departments. Required to work business hours and non-business hours during heavy demand periods.

## **PHYSICAL DEMANDS:**

- 50% of the time is spent standing and moving around the production area
- Must be able to lift 40 to 50 pounds

## **HOURS:**

- Monday thru Friday 7:00 a.m. to 3:30 p.m.
- Additional hours during heavy demand periods.