



**ELECTRONIC
TEMPERATURE
INSTRUMENTS LTD.**

ETI JOB DESCRIPTION

Job Title Electronic Assembler/Rework Technician

Responsible to Production Manager

Key Responsibilities

- Fault find, repair, test and calibrate Electronic Temperature Instruments.
- Liaise with Quality regarding issues with brought in components.
- Report any issues (common faults, etc) to the Production Manager and Team Leaders.
- Assist operators with any assembly issues.
- Report failure rates.
- Review and update assembly/calibration work procedures.
- Assist with the introduction of New Products.
- Carry out weekly/monthly checks on assembly line build and test equipment.

Main interactions:

- Internally – Production staff, Quality department, R+D, Purchasing.
- Externally - Suppliers

Knowledge and experience:

- Previous manufacturing experience
- An understanding of electronics and electronic fault finding and repair
- A responsible attitude to Health & Safety.

Training/skills:

- Good soldering skills
- Methodical approach to problem solving
- Excellent attention to detail.
- Good housekeeping standards
- Good verbal and written communication skills
- Must be self-motivated and be able to work under own initiative, with minimal supervision.

Other

- Undertake all duties in accordance with ETI Ltd policies.
- Attend all training when required in order to adhere to mandatory regulations, legislation, and best practice.
- Promote the company positively at all times.
- Adhere to all aspects of confidentiality and Data Protection to comply with the law.
- The post holder will be required to undertake such other duties as may be required, therefore, the list of duties in this job description should not be regarded as exclusive or exhaustive.
- The organisation reserves the right to update or amend the job description, from time to time, to reflect changes to the role. The post holder will be consulted about any proposed changes.

I confirm that I have read, understood, and accept the duties detailed in this Job Description.

Employee name

Employee Signature

Date