

**Department: Manufacturing**

**Managed By: Production Manager**

**Job Title: Production Associate**

**Position Summary:**

The assembly of products manufacturing by Avionic Instruments.

**Responsibilities:**

Duties include but are not limited to the following:

- To work strategically with production, engineering, and sales to support high quality products, on-time delivery and 100% customer satisfaction.
- Deployment of personnel and/or equipment daily to meet established production schedule/objectives as they apply to customer needs.
- Support ISO facility implementation and any Continuous Improvement programs such as Lean Manufacturing & Six Sigma.
- Streamline process of building products by communicating issues to Line Supervisor.
- Communicate production issues that will impact customer delivery, quality etc. to Line Supervisor.
- Use of hands for Soldering, assembly, placement of components, and blueprint/drawing reading.

**Requirements:**

The successful candidate will have a background which includes the following demonstrable experience, skills and education:

- 6 months experience in soldering or solder training class, electromechanical assembly, drawing/blueprint reading, soldering. On the job training can be substituted for experience requirement
- Must be able to use hand tools such as screwdriver, pliers, wrench, etc.

**Authorities:**

Ensure compliance with applicable processes and procedures during daily job function.

**Physical Demands:**

While performing the duties of this job, the employee is occasionally required to stand, walk, sit, use hands to finger, reach with arms and hands, climb stairs, stoop, kneel, crouch, talk or hear. The employee must occasionally lift and/or move up to 30 lbs.

**\*\*Must be authorized to work in the U.S.\*\***

**International Trade Compliance Requirements (each point only if applicable)**

- To conform to U.S. export control regulations, applicant should be eligible for any required authorizations from the U.S. Government.
- Must be eligible to serve as an Empowered Official under the International Traffic in Arms Regulations (ITAR).

**Work Environment:**

While performing the duties of this job, the employee is exposed to weather conditions prevalent at the time and an air-conditioned and heated office. The noise level is occasionally high.

**Disclaimer:**

The above information on this description has been designed to indicate the general nature and level of work performance by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.

Avionic Instruments is an Equal Opportunity Employer and encourages the application of female, minority, disabled and veteran candidates. Due to the potential for exposure to ITAR controlled data, the incumbent in this role must be a US Person (US Citizen or US Permanent Resident). Interested candidates should submit their resume and salary requirements.