



Position: Manufacturing Technician

I Position Summary

The Manufacturing Technician position is the technical support position to all production and quoting efforts. Duties include:

- Develops/maintains all bills of material in MRP system
- Oversees the development of work instructions for all assemblies
- Approves all bill of materials for release to production
- Resolves all bill of materials and/or component issues
- Provides value engineering ideas for presentation to customers
- Oversees tool and equipment calibration

II Key Job Tasks

1. Develop and maintain all electronic libraries of bills of materials and drawings
2. Develop best practice test procedures
3. Design of test fixtures
4. Assist in developing work instructions
5. Maintain proper labeling and marking information for all assemblies
6. Assist in development of best practice assembly including proper tools needed
7. Identification of tools and equipment needed for new assemblies
8. Maintain & Schedule calibration of equipment and tooling
9. Assist quality manager in maintaining ISO compliance
10. Author certification packages for all product per customer requirements

III Job Requirements

1. Three years + experience in electronics and or harness manufacturing
2. High school diploma
3. Trade school applicable degree preferred
4. Prior training and knowledge of IPC-610 and/or IPC-620 standards is preferred
5. Firm understanding of electrical schematic drawings
6. Meticulous attention to detail
7. Ability to understand project from multiple viewpoints
8. Ability to lift and/or move up to 30 pounds
9. Ability to gain appropriate security clearance
10. Knowledge in, or willingness to learn Lean Manufacturing principles

IV Company Profile

Unisource Assembly is a growing Electronics Contract Manufacturer (ECM) located in Amery, WI (35 minutes from Stillwater, MN). We currently produce over 1,500 unique assemblies, PCBA or wire harnesses for our many regional based customers. Our growing employee family works hard to meet our many customers' different demands, while keeping the company goals and objectives in mind. This has allowed us to grow 6 fold over the past three years.

V Compensation and Benefits

Salary commensurate with skills and experience

Other benefits include:

- 401k
- Health plan
- Life insurance
- Flexibility in work schedule
- Casual work environment

Qualified candidates should submit resume, cover letter, and salary requirements to:

Unisource Assembly Corporation

Attn: Human Resources

711 Minneapolis Ave. South

Amery, WI 54001

info@unisourceassembly.com (e-mail preferred)

Unisource Assembly is an EEO Employer.