

Job title	Production Associate	Reporting to	Production Manager
Location	Ontario, CA USA	Position type	Full Time

Direct Reports: N/A

Job description: As part of the Production staff, you will be responsible for performing specific manufacturing functions in the production cycle. Such as electronic components, pvc components, subassemblies, products and/or systems.

Key accountabilities - Main areas of responsibility

		% Time Required
<u>Production</u>		
•	Read work orders, follow production drawings, and sample assemblies	
•	Assemble components as instructed	
•	Connect component lead wires, connectors, terminals, and contact points	
•	Crimp, press fit, or perform similar operations to join electrical parts	100%
•	Glue, press fit, or perform similar operations to join PVC parts	
•	Perform final inspections once equipment is set up and verified	
•	Working efficiently and effectively as part of the team	
•	Refurbish and clean equipment for resale	

Contacts		
External	Internal	
• N/A	Warehouse Manager	
	Production Manager	
	Director of Operations	

Role Related Expertise - Qualifications, skills and experience

- Ability to follow instructions
- Excellent attention to detail
- Excellent DIY skills
- Very high-quality standards
- Able to work in an organised fashion, often under pressure with the ability to multi-task
- Ability to work overtime as required
- Team working skills
- Comply with procedures, rules and regulations
- Able to undertake duties including regularly lifting and carrying weights up to 50 lbs
- Occasionally lift and/or move objects that weight more than 50 lbs
- Role will require walking 60% of the shift
- Role will require standing for up to 8 hours per day
- Frequently required to squat, stoop, kneel, crouch or crawl 60% of the shift
- Occasionally required to sit and climb or balance 60% of the shift
- Pass employer provided drug testing prior to hire