

Assembly Technician (Portland, OR)

compensation: **Hourly wage - \$22 - \$24/hr DOE M-F 7am - 4pm OT on occasion**

employment type: **full-time**

AIMCO, a leading Marketer of Industrial Assembly Equipment and Assembly Systems, currently has an immediate career opportunity for a

Assembly Technician

JOB DESCRIPTION

In this position, you will be responsible for the assembly, testing, and troubleshooting of electrical and electromechanical assemblies and products by performing the following duties:

ESSENTIAL REQUIREMENTS AND RESPONSIBILITIES include the following (other duties may be assigned):

- Read and interpret assembly schematics and drawings, along with the following work instructions, to build electromechanical assemblies for component parts
- Accurately lay out, assemble, and/or wire DC tool and controller assemblies to drawings and/or work instructions
- Apply a mechanical aptitude to solve problems and make recommendations for production improvements
- Troubleshoot assemblies for workmanship and quality
- Perform tool testing procedures, record data, and prepare certification per set parameters
- Provide assistance to the Service department for repairs
- Assist with troubleshooting electrical control circuits
- Assist with troubleshooting mechanical stack ups
- Work closely with the Engineering team on new product introduction and prototyping

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

SKILLS

- High attention to quality and appearance of finished product
- Read and evaluate engineering drawings and specifications
- Ability to adjust to and manage rapidly changing priorities
- Ability to define problems, collect data, establish facts, in order to assist with a valid conclusion

- Electrical assembly skills and soldering
- Proficient in MS Office and time reporting software
- Self-starter and highly motivated

SUPERVISORY RESPONSIBILITIES

None

EDUCATION and/or EXPERIENCE

- Associate degree or equivalent – or – 3 -5 years related experience and/or training – or – equivalent combination of education and experience
- Control panel building experience a plus
- Mechanical aptitude and experience to solve problems and make recommendations for production improvements
- Surface mount soldering experience a plus

OTHER SKILLS

- Must be able to read, speak and write English.
- Ability to read, analyze, and interpret general working instructions, technical procedures, and mechanical drawings
- Ability to write reports, business correspondence, and modify procedure manuals
- Ability to use MS Office programs for recording and communicating test data and other necessary correspondence
- Ability to apply concepts of basic algebra and geometry as they relate to the normal performance of the job
- Ability to define problems, collect data, establish facts, and draw valid conclusions
- Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Seventy percent of the time is spent in this position is sitting; thirty percent standing and walking.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This position is located in a relatively quiet environment with the exception of phone and fax transmission noise.