



Valtronic Technologies (USA) Inc.

Position: Assembler

1st, 2nd & 3rd shift opportunities

Position Overview: As an Assembler, after appropriate training, you will be asked to follow detailed work instructions (known as routers) for a wide variety of medical/industrial products, multitudes of manufacturing technique complexity while meeting the customer's expectations for a defect free product that is delivered on time. Assemblers will be asked to perform a variety of printed circuit board assembly techniques (for SMT and PTH applications), a wide variety of soldering techniques along with mechanical assemblies to produce a finished product. We work under a Quality Management System (QMS) as outlined in ISO 13485 and the FDA requirements for medical devices as an electronic contract manufacturing service provider. Based upon your years of experience you may be classified as either a Junior Assembler, Assembler or Senior Assembler. The very important work you perform will improve the quality of life for many of your friends and neighbors.

Responsibilities Include (but not limited to):

- Perform work activities in accordance with the router which includes adherence to Good Documentation Practices (GDP) to signify that you have successfully completed a router step by signing and dating the router.
- Valtronic deals with micro-electronics and as such you may need to perform your work activities using a microscope.
- Understand basic documentation such as PCBA (Printed Circuit Board Assembly) fabrication drawings, component markings/size designators, BOM (Bill Of Material) and the Valtronic routers.
- Learn sufficient computer skills to navigate to our print control log to review electronic documentation files which aid in the manufacture of the PCBA.
- Use a variety of hand tools (ie: soldering irons, screw drivers, wrenches, etc.) to perform your job function.
- Perform work to meet customer quality requirements, IPC-610 workmanship criteria and comply with our QMS on a daily basis.
- Maintain your training to comply with our QMS program
- Maintain compliance to our established ESD program which includes testing of wrist straps and/or heel straps on a daily documented basis.
- Have the ability to work well with others in a Team environment to contribute your skills to the manufacture of our customer products.
- Have the ability to read/write English since our work instruction, training materials and customer requirements are all in English.
- Comply with the employee handbook
- Other duties as assigned.

Valtronic Technologies (USA), Inc.

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www.valtronic.com



Qualifications Profile:

- Professional demeanor and appearance working in a highly regulated medical device manufacturing facility. You will be required to work within our ISO 13485 QMS system doing what is necessary to meet/exceed our customer's expectations in terms of quality and delivery.
- Detail oriented possessing excellent organizational skills, time-management, supervisory ability with the interpersonal skill to communicate/train a wide variety of personalities into a lean operating work team

Education and Experience:

- High School education (or GED)
- Prior experience working at another electronic contract manufacturing organization is a plus.

For inquiries, contact:

Human Resources

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