



Position Title:	Production Assembler Wire and Cable
Location:	East West - Raleigh
Department:	SureTech
Reports To:	Manager of Production/Production Line Lead
Work Hours:	7:00 am – 3:45 pm

Purpose:

Production of wire leads, wire harness, and cable assemblies

Key duties/Responsibilities:

- Assemblers read instructions and assemble products or different parts of products.
- Communicate with Manager/Supervisor for work assignments daily.
- Read and understand basic drawings.
- Ability to train on the job and learn new skills.
- Follow directions for color codes, plugging connectors, tinning wires, apply heat shrink and cutting and stripping wire.
- Wire stripping using hand tools and bench top stripper
- Crimp terminal using hand tools and applicator in bench top presses.
- Operate cut/strip Komax and Kappa machines
- Soldering, plugging, shrink tubing and wire twisting. .
- Use hands and a variety of tools to assemble parts and products.
- Follow target production quantities and deadlines to maximize production as required. Volume output is a key requirement.
- Maintain safe and clean working environment by complying with procedures, rules and regulations.
- Follow all safety rules and ISO requirements.
- Build all products to the highest standard of quality.



Production Assembler 1 Job Requirements

- Must be willing to be cross-trained and move to other areas when needed.
- No education requirement, but GED or diploma preferred.
- Able to work as a team on jobs as required.
- Requires ability to stand for long periods of time.
- Have excellent manual dexterity and able to work with small, detailed objects.
- Mechanically inclined and good with hand tools.
- Ability and willingness to follow instructions.

WORK ENVIRONMENT

Work environment involves low risks or discomforts which do not require special safety precautions. Protective clothing (ESD Smocks) or gear such as safety glasses may be required.

Physical Demands

Work requires some physical strain such as long periods of standing and walking in production facility and lifting of moderately heavy items such as test equipment, kits and product cases. Other physical demands include crouching, bending over and reaching.



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