



## Silicon Forest Electronics Position Description

**Position Title:** Electronic Assembler

**Department:** Thru-hole

**Reports to:** Lead

**Principal Accountabilities:**

- Assemble electronic products to drawing and documentation requirements
- TH-hole and SMT components; Prep, install, remove, touch-up, by hand soldering
- Perform modifications to printed circuit boards including wires/jumper wires.
- Mechanical assembly of assemblies and or finished products using work orders, production drawings, sample assemblies or verbal instruction.
- Ability to read, understand, and navigate Fusion documentation.
- Prepping, stuffing, and assisting selective solder operations.
- Operate in-line and batch washers per work instruction
- Operate Board heaters per work instructions
- Depanel assemblies per work instructions
- Inspect your work and others to the IPC-A-610 class per documentation
- Use the MES to track time the status of jobs.
- Perform Press-fitting per work instructions
- Become IPC-A-610 and J-STD-001 certified and retain those certifications
- Become IPC-7711 certified if team indicates the need for more qualified personnel.
- Take instruction, ask questions, and work well with others.
- Maintain 6S standards and continually look for ways to improve processes.
- Follow and safety, ESD, ITAR and QMS protocols.
- Actively participate in Lean activities and embrace change.
- Follow the procedures as defined in the QMS that pertain to your area or position.

**Minimum Qualifications:**

- ☐ Soldering experience
- ☐ Production experience
- ☐ Good verbal and written skills
- ☐ Ability to work within a team
- ☐ Basic computer skills

**Preferred Qualifications:**

- ☐ 1-2 years soldering experience
- ☐ IPC-A-610, J-STD-001, and IPC-7711 certified
- ☐ Worked in a production environment for 2 years
- ☐ Excellent interpersonal skills

Employee: \_\_\_\_\_

Date: \_\_\_\_\_

Manager: \_\_\_\_\_