



Job Title: Machine Build Technician

Reports To: Machine Build Manager

SUMMARY

The Machine Build Technician is responsible for assembling and testing machines built within the organization. This work will include mechanical assembly, machine alignment, electrical wiring and troubleshooting of machine hardware and software. This individual may have direct contact with Customers and is expected to represent the company in a professional and courteous manner.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Always represents OptiPro Systems in a professional and courteous manner.
- Responsible for assembling, wiring and debug of new machines.
- Responsible for qualification and testing of new machines.
- Works with Engineering, Supply Chain and Sales to meet customer needs.
- Maintains and protects all company property, tools, vehicles, assets.
- Performs work in a safe manner adhering to all policies, regulations, and laws for Optipro.
- Maintains up-to-date knowledge of products and methods to perform work in a safe and efficient manner
- Accurately keeping track of time and material spent on jobs.
- Responsible for keeping work area organized and clean.
- Ability to troubleshoot equipment.
- Ability to run machines and use Optipro software.
- Ability to pack machine/accessories and safely securing all equipment on the truck for shipping.
- Ability to tram machines both mechanically and within the software with assistance of supervisor.

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.

- Professional appearance

- Attention to detail
- Proficient in verbal and written English
- Microsoft Office proficiency
- Ability to meet physical requirements of the job
- Willingness to work a flexible schedule
- Ability to work in a fast paced and dynamic work environment
- Basic understanding of electrical, pneumatic, and hydraulic schematics; ability to read and interpret drawings and schematics
- Knowledge of safe rigging methods

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.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration. The noise level in the work environment may be loud.

MEASURES OF PERFORMANCE (KPI'S)

This position will be evaluated against the following criteria:

- Timeliness and accuracy in the entry of time into GSS and reporting on a daily basis.
- Performance vs estimated hours (future, looking to fix estimates today)
- Training progression (Need to develop plan and matrix)
- Quality (Number of issues caught at step inspection)