



**Job Title:** Machine Build Technician III  
**Reports To:** Machine Build Manager

### **SUMMARY**

The Machine Build Technician III 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**

Related experience or training in a machine tool service environment:

Responsibilities: Level 3 (5+ yrs.)

- Always represents OptiPro Systems in a professional and courteous manner.
- Assembling, wiring, and debug of new machines.
- 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, and 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 keeps track of time and material spent on jobs.
- Keeping work area organized and clean.
- Advanced ability to troubleshoot equipment.
- Advanced ability to run machines and use OptiPro software.
- Ability to pack machine/accessories and safely secure all equipment on the truck for shipping unsupervised.
- Ability to tram machine both mechanically and within the software unsupervised.
- Ability to Ball-Bar, Laser Compensate machine unsupervised.

### **SUPERVISORY RESPONSIBILITIES**

Must be willing to provide new/existing employees with technical knowledge and proper build techniques.

### **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.

Related experience or training in a machine tool service environment:

Required Skills: Level 3 (5+ yrs.)

- Strong presentation skills and professional appearance
- Attention to detail
- Proficient in verbal and written English
- Microsoft Office proficiency
- Ability to meet physical requirements of the job
- Valid Lock Out Tag Out training
- Willingness to work a flexible schedule
- Ability to work in a fast paced and dynamic work environment
- Must be able to handle troubleshooting technical problems that happen and learn any skills that are needed.
- Advanced understanding of electrical, pneumatic, and hydraulic schematics; ability to read and interpret drawings and schematics
- Knowledge of safe rigging methods
- Technical/engineering background preferred

### **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
- Training progression
- Quality (Number of issues caught at step inspection)