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Phelps, NY 14532

- Job Description -

Revision N/C

JOB TITLE: Coil Wind Technician

DEPARTMENT: Assembly

JOB DESCRIPTION:

A. Purpose and Scope

The Coil Wind Technician is responsible for following procedures and interpreting blue prints for product assembly.

B. Duties and Responsibilities

- a. Inspect detail parts per prints
- b. Deburr parts
- c. Insulate, wind, solder, pot where needed
- d. Complete valve assembly
- e. Package completed valves for shipping
- f. Clean assembly area

C. Organizational Relationships

The Coil Wind Technician has a direct responsibility to the Manufacturing Manager, to follow the assembly/processing procedures, and has a support responsibility to engineering and design.

JOB REQUIREMENTS:

A. Education and Training

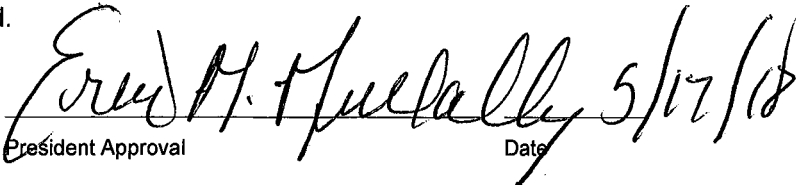
The Coil Wind Technician should have a two-year technical degree or equivalent experience. Flexibility, troubleshooting and the ability to work independently is required.

B. Technical Requirements

- a. Two years of technical experience required
- b. Blue print interpretation
- c. Soldering certification, including acceptable vision requirements as noted in VTI WI(QA)-18
- d. Ability to accurately deburr intricate parts
- e. Knowledge of electro-etching, potting, winding, and insulating
- f. Excellent communication skills both written and verbal
- g. Excellent analytical, mechanical and organizational skills

D. Managerial Experience

No prior managerial experience is required.


President Approval Date