



Job Title: Manufacturing Technician

Department: Operations

Report to: Technician Manager

Effective Date: July 2022

Supervisory Responsibilities: No

Job Summary:

The Manufacturing Production Technician will apply various technologies to test and modify manufacturing machinery and equipment.

Duties/Responsibilities:

- Understand and follow ISO 13485 (Manufacture of Medical Devices) standard operating procedures
- Set-up, maintain, and repair factory machinery
- Ensure the smooth and efficient running of production machines.
- Carry out scheduled routine maintenance.
- Ensure the finished products are high quality and meet customer requirements.
- Troubleshoot and resolve technical set up and functional issues with: chains, belts, electronic sensors, robotic machines, electric motors, and components
- Ensures compliance with health and safety laws, regulations, and best practices.
- Completes all required manufacturing paperwork on time.
- Ensure the correct material is fed into the production machines per BOM.
- Calculate and document product yield and waste.
- Mentor and work with machine operators to run machines at optimal levels.
- Performs other related duties as assigned.

Required Skills/Abilities:

- Excellent verbal and written communication skills, with proven ability to clearly communicate with engineering, technical support, sales, and management.
- Thorough understanding of products and equipment used in manufacturing.
- Excellent organizational skills and attention to detail.
- Excellent time management skills, with proven ability to meet deadlines.
- Strong analytical and problem-solving skills.
- Proficient with Microsoft Office Suite or related software.
- Mechanical aptitude.
- Able to work as a team member.
- Able to meet production schedules.
- Able to read machine blueprints and schematics.
- Basic mathematic (addition, subtraction, multiplication, and division).

Education and Experience:

- High school diploma or general education degree (GED), or equivalent combination of experience and education.
- 3-5 years of related experience Preferred.

Physical Requirements:

- Prolonged periods of standing in factory and at times, sitting at desk and working on a computer.
- Must be able to lift 30 pounds at times.

Location: Our Flagship Operation is in Guilford, ME with two production plants in Pittsfield, and a sales & marketing office in Falmouth, ME. Occasional travel to these location may be expected, depending on the role.

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