

## Assembler

Norscan Instruments is celebrating 40 years of delivering fiber optic cable management systems and services throughout North America. We have a dedicated team of 14 who are committed to developing, manufacturing, and implementing leading edge technologies for clients large and small. We are ISO 9001:2015 Registered and are committed to workplace diversity and offer a flexible work environment with competitive compensation and benefits programs.

Reporting directly to the General Manager and as part of the Manufacturing team, the Assembler is responsible for the assembly of all Norscan products.

Duties and responsibilities of this role include:

- Assembly of products using schematic and assembly drawings, diagrams, procedures, specifications, and work orders
- Crimp, solder, epoxy, and measure voltages and capacitance to specified values to determine operational accuracy
- Meet the standard efficiency build rate specified on the job order and meet the schedule demand
- Record and document all necessary information in the ERP system
- Inspect products (self inspect all work produced, and inspect and test products produced by other assemblers), document and record when necessary as per ISO 9001:2015 specifications
- Adjust, repair, and/or replace electronic component parts
- Assist in the builds of prototype units
- Ensure current assembly procedures are maintained and assist in the development of new procedures
- Ensure equipment is calibrated on the production floor
- May be assigned to assist in the performance of hand hold audits out in the field

The ideal candidate will possess the following qualifications and experience:

- Completion of a diploma or certificate from an industrial electronics/electronics technician program, as well as Safety & Health WHMIS certificate
- 1+ year of experience in an electronic manufacturing environment combined with a fundamental understanding of electronic terminology and knowledge of manufacturing practices and processes
- Knowledge of soldering and crimping techniques
- Must possess strong oral and written communication skills and be able to follow and read procedures
- Exceptional team player
- Proven ability to pay attention to detail and perform accurate work
- Ability to use power tools, assembly equipment, and testing equipment as required

Applications will be accepted until October 30, 2020. Interested candidates can email a cover letter and resume to [careers@norscan.com](mailto:careers@norscan.com)

Visit us at [www.norscan.com](http://www.norscan.com)