

Technician (Final Assembly)

Job Description / Person Specification (January 2022)

The nitty gritty of the role:

Reporting to	Production Manager
Normal Working hours	37hrs / week Mon – Thu 07.45-16.15 Fri – 07.45-12.45
Remuneration	from £9.59 per hour

Standard stuff:

Holiday	5 weeks + bank holidays + long service extra days
Pension Scheme	Auto Enrollment (5%+3% contributions)
Parking	Free parking on site
Perfect Attendance Bonus	Annual bonus for “perfect” attendance

Who are we looking for:

Along with the Supervisor you will be part of a team of technicians and operators who organise and build final units for a range of our customers. Our strategy for many years has been to supply just-in-time / kanban production for our customers, which means building the units on demand as customers call them off. This is important to know as the mix of work can vary week to week.

Consequently, technicians work must be to a very high standard. There is little opportunity for retrospective inspection on complex builds – so right first time is key to our and your success.

The range of production skills required include soldering, mechanical assembly, wiring and crimping. You must be able to read and understand work instructions along with our industry standards, IPC 610 and IPC 620.

You will need to be on your feet at times and you will need to be able to move materials and finished units within production. i.e. lifting up to to 20KG. Mechanical assembly requires good dexterity, keen eyesight, and a lightness of touch.

Who should apply:

Candidates will need to demonstrate:

Behaviours and attitudes that meet the needs of our ethos
Qualified or Experience in hand soldering
Experience in component recognition
Experience in kit preparation and mechanical assembly
Confident with the use of hand tools
Able to understand and follow the instructions in accordance to our job packs.
Be able to demonstrate your ability to ensure good quality from the process.
Able to cope with the physical aspects of the job
Good grasp of English Language (GCSE Grade 5/D or equivalent).
Local to Windsor (easily commutable within 30 mins)

How to apply:

Either:

Email us at jobs.windsor@note-ems.com with the following attachments:

- a completed application form
- an up to date CV
- a specific covering letter making it clear why you are right for this position.

Or

Use the online application form attaching your CV at [NOTE Windsor Job Application Form](#)