Electronic Repair Technician Aid

Precision Zone Inc. is a leading US industrial electronics company serving customers worldwide. We are a progressive company with innovative ideas and services to assure a high level of customer service. We provide sales and services for a wide variety of industrial controls and equipment used in manufacturing and other industrial applications. Our services include selling new and surplus industrial automation, motion, electronic, hydraulic, and electrical control components and equipment. Precision Zone Inc. provides full component level repairs for all industrial electronic and electrical equipment. We repair inverter, spindle and servo drives, power supplies, circuit boards, monitors, encoders, motors, motion control and many other devices used in CNC and industrial automation applications. Our company is looking for talented people to join our team.

Electronic Repair Technician Aid is an apprentice level position that will assist electronic repair technicians in the process of repair. The Technician Aid will disassemble, clean, reassemble, and test NC Controls, PCBs, servo drives, spindle drives, inverters, PLCs, power supplies, monitors and other industrial electronics. They will learn how to troubleshoot and repair simple technical problems and how to read and use schematics and wiring diagrams to aid in repairs. Repairs and testing will be performed under the supervision of an electronic technician. Must be detail oriented and able to work in a team environment.

Responsibilities:

Electronic Repair Technician Aid primary responsibilities will include but are not limited to:

- Acquire repair knowledge by observing and disassembling, cleaning, repairing and assembling products under direct supervision.
- Assist technicians in product repair under supervision.
- Assist with the configuring of test stands.
- Update and maintain complete and accurate records of work at all times in Repair Tracker and company software, which includes describing the work performed, problem diagnostics, parts replaced, tests performed and test results.
- Complete scheduled evaluations and determine which parts are needed and what work is required by following established procedures.
- Conduct repair tests as required by company procedures.
- Order parts as necessary for each unit processed.
- Place repaired products in designated area.
- Prioritize task assignments as directed by the Supervisor and/or Lead.
- Maintain tools and keep tool box and work area organized.
- Participate and attend in training to increase product knowledge as well as attend safety training.
- Perform routine, repetitive daily inspection and maintenance to repair and testing equipment
- Follow Vigilant Safety Practices at all times throughout the facility and on facility property.
- Maintain a safe and clean work environment compliant to CLEAN WORKPLACE STANDARDS.
- Other duties as assigned

Requirements:

- High School Diploma or General Education Diploma (GED)
- Technical School Certification recommended (related field)
- Must have computer skills and have the ability to enter data.
- Basic knowledge of electricity/electronics preferred
- Good troubleshooting techniques in order to determine exact problems and tackle them accordingly
- Ability to evaluate and fill out computer related work orders in accordance with accuracy
- Knowledge and use of manual and electrical hand tools
- Excellent organizational skills and good housekeeping skills.
- Detail oriented
- Good math and people skills
- Ability to work in a team environment
- Ability to work a flexible schedule, which may include off-shift hours and weekend assignments
- Speak, read, and write English specific to the nature of the work

Physical Requirements

- Stamina to work all assigned hours
- Walking, standing, stooping, reaching, pushing, pulling, lifting up to 40 pounds and repetitive motions.
- Must be able to hear in order to take/give instruction and information.
- 20/40 vision with or without correction with the ability to distinguish colors.
- Use of hands 100% of the workday.

Schedule and Salary Info:

- Part Time Position: up to 28 hr/week, Monday – Friday, Flexible hours between 8:00am – 6:00pm
- Hourly: $14.00 -$18.00 depending on education and experience

How to Apply:

Please submit your resume to hr@precisionzone.com
Application deadline: OPEN

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