

**Job Title:** Assembly Technician  
**Department:** Manufacturing/Operations  
**Reports to:** Director of Manufacturing  
**Status:** Non-exempt

**Job Summary:**

Assist with the sub-assembly, assembly, testing, documentation and Quality Assurance of Hestan Commercial Corporation products.

**Essential Job Duties:**

- ◆ Responsible for performing all duties safely, according to all company safety policies and procedures.
- ◆ Must wear appropriate PPE for all tasks that require them.
- ◆ Support 5S Housekeeping program, continuous improvement, foster creativity, and other company initiatives.
- ◆ Perform various manufacturing/production functions, including assembly of gas and electrical components by use of hand, power, and pneumatic tools.
- ◆ Take lead on tasks when working with Assistant Assembly Technicians and help mentor or train.
- ◆ Report any equipment or tools that are not operating properly to prevent hazards and ensure correct operation.
- ◆ Repair, replace or rework broken parts or equipment as required, to ensure that all products meet operations standards.
- ◆ Work with Sr. Assembly Technicians, Leads, or Supervisors to make sure equipment and orders are completed in a timely manner.
- ◆ Keep assembly area clean, tidy and organized.
- ◆ Communicate effectively with Engineering, Purchasing, and other departments.
- ◆ May require some use of the forklift to pick up heavy objects, fork lift certification is required.
- ◆ Support operations and other departments as required to meet company's overall objectives.

**Minimum Qualifications:**

- ◆ Requires high school diploma or GED equivalent or work experience in a manufacturing environment.
- ◆ Requires 3-5 years of experience with use of hand, power and pneumatic tools in a manufacturing or production facility.
- ◆ Must possess interpersonal skills and the ability to interface with Hestan employees.
- ◆ Must possess the mental and physical capacities necessary to perform the job duties.

**Working Conditions:**

Work is performed primarily in the warehouse or manufacturing facility, although outdoor tasks are required. Lighting is artificial. Equipment used may include the use of telephones, power tools, hand tools, plumbing tools and power driven lift. Individual will have constant exposure to dust, excessive noise, heat, cold, fumes and chemicals. Physical demands include standing, walking, bending over, crawling, climbing, reaching overhead, kneeling, crouching, balancing, pushing and pulling, repetitive use of both hands, grasping, fine dexterity, being around other work equipment and machinery, driving cars, trucks, forklifts, walking on uneven ground, as well as lifting up to 50 lbs. Both work days, as well as hours of work may vary, according to the requirements of the operation.

