



## **JOB POSTING**

Electrical and Mechanical- Assembler

Server Products, located in Richfield, WI, is looking for entry-level Assemblers.  
**WILLING TO TRAIN. GREAT BENEFITS!**

Electrical/Mechanical-Assembler

2<sup>nd</sup> shift Monday-Thursday (4 days a week/10 hour days) (Bonus: 3 DAY WEEKENDS!)

Starting Wage \$14.35/hour (including shift premium)

### **Essential Duties and Responsibilities**

- Prepares work to be accomplished by using Standard Operating Procedures (SOP's), blueprint specifications, and BOMS list; gathering parts, subassemblies, tools and materials
- Positions parts and subassemblies by using templates and/or reading measurements
- Assembles components/units using various tools
- Package assembled product
- Resolves assembly problems by altering dimensions to meet specifications; notifying supervisor to obtain additional resources
- Performs wiring and assembly operations on a variety of electrical assemblies and sub-assemblies
- Cut, form and connects and/or terminates wiring in accordance with instructions or prototypes
- Use test sets and checking devices
- Make necessary calibrations to regulate units in accordance with documented procedures
- Assembles components per SOP
- Keeps equipment operational by keeping it clean and reporting any malfunctions or repairs needed
- Maintains supplies by checking stock to determine inventory level; anticipating needed supplies; placing and expediting orders for supplies; verifying receipt of supplies
- Documents actions by completing production and quality forms
- Contributes to continuous improvement initiatives
- Contributes to Team effort by accomplishing related results as needed

**Education** – High School Diploma.

**Experience** – 1 year of electrical/mechanical assembly experience in a manufacturing setting

### **Job Skills Requirements**

- Attention to detail
- Good math skills
- Good verbal communication skills in order to interact with employees
- Proficient in blue print reading and electrical schematics
- Ability to operate a pallet jack
- Ability to work effectively in a fast paced team environment

We provide competitive compensation and benefits, plus profit share.