



## **JOB DESCRIPTION**

### **Assembler**

**Reports To:** Production Supervisor  
**FLSA Status:** Hourly, Non-exempt  
**Hours:** Monday – Thursday 6:00 AM – 4:30 PM

**SUMMARY:** Performs repetitive workstation or line assembly operations in fabricating electronic devices (components), to mass-produce cables and wire harnesses, by performing the following duties:

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Performs processes to complete electrical assemblies and subassemblies, using hand tools.
- Performs crimping, tinning, and soldering using accepted techniques.
- Reports non-conforming materials to the receiving department.
- Maintains the work area and equipment in a clean and orderly condition and follows prescribed safety regulations.
- Completes tasks as directed by manufacturing schedules.
- Other duties as assigned.

**QUALIFICATION REQUIREMENTS:** To perform this successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE:** High School education or equivalent; or at least 6 months of continuous employment with one employer.

#### **LANGUAGE SKILLS**

Ability to read and interpret documents such as process instructions. Ability to communicate effectively with coworkers.

**MATHEMATICAL SKILLS:** Ability to add and subtract two-digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American weight measurement, volume, and distance.

**REASONING ABILITY:** Ability to apply commonsense understanding to carry out detailed and involved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand. The employee frequently is required to use hand to finger movements, handle objects, tools, or controls, and climb or balance.

The employee is occasionally required to walk; reach with hands and arms, stoop, kneel, crouch, or crawl, and talk or hear.

The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, peripheral vision, depth perception, the ability to adjust focus, and the ability to distinguish between colors.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to fumes or airborne particles. The employee is frequently exposed to electronically powered moving mechanical parts. The employee is occasionally exposed to toxic or caustic chemicals. The noise level in the work environment is usually moderate.

**EEO Statement:** APAvionics provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion or belief, national, social or ethnic origin, sex (including pregnancy), age, physical, mental or sensory disability, HIV status, sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, past or present military service, family medical history or genetic information, family or parental status, or any other status protected by the laws or regulations in the locations where we operate. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leave of absence, compensation and training.

**ADA Statement:** It is APAvionics policy not to discriminate against any qualified employee or applicant with regard to any terms or conditions of employment because of such individual's disability or perceived disability, so long as the employee can perform the essential functions of the job. APAvionics will provide reasonable accommodations to a qualified individual with a disability, as defined by ADA, who has made APAvionics aware of his/her disability, provided that such accommodation does not constitute an undue hardship on the Company.