

Curt G. Joa, Inc.

ELECTRICAL ASSEMBLER

The Electrical Assembler is responsible for electrically wiring, assembling, testing, completing and installing paper converting machinery.

Description of Essential Duties:

- Install electrical components on equipment.
- Start up, troubleshoot, and test machines on completion
- Perform basic motor and transformer wiring.
- Install cable and wire management devices, such as: cable tray, conduit, and wire way
- Assemble and wire panels and control boxes
- AC and DC machine power distribution
- Route and terminate cables
- Install machinery in customers facilities
- Sub-assemble electrical components
- Utilize, analyze, maintain, and change electrical prints and schematics
- Maintain parts inventory and associated documentation

Qualification Requirements:

- Education generally equivalent to a high school diploma
- Journeyman electrician certification, Associates degree in Electro/Mechanical field, or 2-3 years of relevant manufacturing experience
- Must possess the ability to add, subtract, multiply, divide, and metric system conversions.
- Must have the ability to read and understand electrical schematics, electrical code manuals, and other manufacturing instructions.

MECHANICAL ASSEMBLER

Job Purpose:

The Assembler II is responsible for producing and assembling machine(s) and machine parts according to specifications.

Description of Essential Duties:

- Reads and follows blueprints, shop orders, specifications and other instructions in order to build and assemble parts and equipment in an accurate and timely fashion.
- Measures parts accurately using scales, micrometers and calipers.
- Operates overhead crane and fork trucks while moving or assembling product.
- Cleans work area.
- Prepares parts for painting.
- Assembles simple to moderately complex assemblies.
- Occasional travel including travel abroad to assist in installation of kits & machinery.

Qualification Requirements:

- Requires education generally equivalent to a High School diploma.
- Requires mathematical skills that require the ability to add, subtract, multiply and divide, and to make metric system conversions.
- Must have the ability to read and understand blueprints and other manufacturing instructions.

- Must have the knowledge and ability to use hand tools and machine tools such as drill press, band saw, cut-off saw and grinder.
- Basic knowledge of carpentry and pneumatics a plus.

METHODS AND PROCESS TECHNICIAN

Job Purpose:

The Methods & Process Technician is responsible for the development, design, testing, implementation and support of current and new processes. This includes the ability to interpret data and execute innovative solutions while working closely with others on development and research projects. Areas of specialization will involve process engineering, data collection, organization, communication, training, troubleshooting and sharing of information.

Description of Essential Duties:

- Evaluate the performance of the following technologies: ultrasonic bonding equipment, material guiding equipment, adhesive equipment, camera systems, Vision systems, volumetric and gravimetric feeding systems
- Provide training and process support both in the plant and at the customer location
- Coordinate engineering equipment upgrades through the engineering function
- Ensure documentation is accurate and properly posted on the network
- Assist in the design and layout of converting equipment
- Create and implement electric component control programs to provide for the proper function of PLC
- Assists testing and troubleshooting functions to certify converting equipment for customer acceptance
- Participate in and provide services relating to the successful installation, start up and commissioning of converting equipment, traveling to the customer location, as required.

Qualification Requirements:

- Bachelor's degree in Engineering Technology plus 4-5 years of experience preferred or Associate's degree plus equivalent experience required
- Requires good oral and written communication skills to effectively communicate with engineering and manufacturing staff and customers concerning start up and process improvement issues.
- Forklift certification and the ability to safely drive a forklift
- Knowledge and ability to use hand tools, power tools, a tachometer, strobe light, temperature probe, high-speed camera, baler, calipers, basic electronic measuring devices.
- Computer proficiency with Microsoft Office (Word, Excel, Outlook) software and vendor specific programming and configuration (Rockwell, Siemens, Cognex, Bosch, etc.) software
- Must have an understanding of Six Sigma methodologies
- Must be able to travel including traveling abroad. Long term field support will be expected/extended stays

ELECTRICAL ENGINEER

JOB PURPOSE:

The Electrical Engineer provides technical expertise in all aspects of design, development, testing, troubleshooting and installation of specified equipment as needed.

DESCRIPTION OF ESSENTIAL DUTIES:

- Provides services relating to the successful installation, start up and commissioning of converting equipment, traveling to the customer location, as required.
- Performs product testing (powering up and check-out function) and troubleshooting to certify converting equipment for customer acceptance.
- Contributes to the design and layout of converting equipment electrical components and systems.
- Performs drafting of electrical component schematic designs, panel layouts and development of BOM's.
- Create and implement electric component control programs to provide for the proper function of PLC, HMI, motion, and message display.
- Assists with the coordination of assembly operations during equipment construction.

QUALIFICATION REQUIREMENTS:

- Education generally equivalent to a (4) year Degree in an Electrical Engineering program or related discipline or equivalent training and experience.
- 0-3 years of engineering design experience with converting equipment.
- Strong oral and written communication skills to effectively communicate with key customers electrical design, converting equipment assembly and operating issues.
- Ability to use hand tools, basic electronic measuring devices and a laptop computer.
- Ability to use Microsoft Office software (word processing, spreadsheet, etc...).
- Ability to use AutoCad, PLC and motion control computer software.