

11/18/2024

AndyMark, Inc.

Position: Engineering Technician

Reports to: Director of Engineering

Supervisory Responsibility: This position has no supervisory responsibilities

Job Summary and Key Objectives: This individual will work with Operations, Manufacturing, Engineering, and Administration to assist with product creation and testing. This person will create tool paths and fixtures from SolidWorks to MasterCam. They provide CNC programming, and tooling expertise to the machine shop. They will work with engineers, supervisors, and shop personnel to ensure quality and accurate parts are being manufactured. They will assist engineers with assembling mechanical and/or electrical systems, support structures, or assemblies and may install components, subassemblies, and wiring using rivets, bolts, and soldering. In addition, they will assist with product assembly and debugging, assist with product testing, and create product documentation.

Key Responsibilities and Tasks: *Reasonable accommodations may be made to enable individuals with disabilities to perform the responsibilities and tasks.*

- Creates CAM software for use on CNC machinery
- Assists with identification of new tooling, fixtures, and equipment that needs to be created or purchased
- Machines New Fixtures and tooling for CNC and Manual Equipment as needed.
- Provides experience and training to coworkers, especially regarding how parts are machined and machines are operated
- Modifies or creates CAD drawings and documentation for specific products and parts
- Assembles products and parts
- Assists with product testing and evaluation and the appropriate documentation which may include the design and development of test fixtures
- Assists with testing functional performance
- Assist with the creation of product assembly and/or usage guides
- Performs other duties as assigned

Required Skills and Abilities:

- Ability to use common machine shop measurement tools, read blueprints, and machine set-ups
- Experience in creating fixtures and tooling for CNC equipment
- Able to follow directions within minimal supervision while utilizing effective time management
- Ability to work on multiple projects within the same day
- Ability to work with coworkers in a cooperative, team environment

11/18/2024

Preferred Qualifications and Education:

- A technical degree (associate or higher) in a related engineering field preferred
- 1-2 years experience in MasterCam and SolidWorks programs or similar programs (CAD and CAM)
- Working knowledge of quality checks for manufactured parts
- Experience in programming for CNC fabrication equipment
- Experience in creating fixtures and tooling for CNC equipment
- Educated in speeds/ feeds of tools and the effect on machine cycle times
- General PC Knowledge (Google Suite, Google Docs, Sheets, Gmail, etc.)
- Experience with low-voltage electrical connections and soldering is strongly preferred
- Experience as a participant or mentor on a FIRST Robotics Competition or FIRST Tech Challenge team is preferred.

Work Environment: This position operates in a professional office/ lab and machine shop environment at the AndyMark facility. This role routinely uses standard office equipment such as computers, phones, and photocopiers, and is required to use a lab facility for the development and testing of products. The employee may be exposed to fumes or airborne particles, moving mechanical parts, and vibration. The noise level in some areas can be loud.

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.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to stand; walk; use hands to finger, handle, or feel; and reach with hands and arms. The position requires frequent lifting, pushing, and pulling objects that are 50 pounds or heavier.

Travel: This position does not have a travel requirement.

EEO/AAP Statement: *AndyMark, Inc. provides equal employment opportunity to all individuals regardless of race, color, creed, religion, gender, age, national origin, disability, veteran status, sexual orientation, or any other characteristic protected by state, federal, or local law.*

NOTE: The responsibilities and tasks outlined in this document are not exhaustive and may change as determined by the needs of the company. Duties, responsibilities, and activities may change at any time with or without notice.