



Assembler

Business Unit: Miltope Corporation

Location: Hope Hull Manufacturing Center of Excellence

This position is a non-exempt hourly role which normally works a 9/80 work schedule. Overtime is required based on business need.

Who YOU are and what You can become:

You are a high performer with an attention to excellence and detail. You are striving to learn more and ready to grow into other areas of manufacturing. You have a knack for assembling small components and provide a strong attention to detail to your work. You are looking for a role that ultimately serves a noble purpose...like our nation's warfighters.

Who WE are and where WE are going:

At **ST Engineering North America Government, Miltope Corporation** we apply our technology and innovation to solve real-world problems and improve lives. Our dedication to excellence and our strong track record have earned us a distinctive reputation for quality and trust as a global technology, defense and engineering group. Our diverse portfolio of businesses spans the aerospace, smart city, defense and public security segments. We are continuing to grow as our expertise and facilities around the world keep aircraft flying safely and transform and future-proof cities to make them more mobile, more secure and more livable.

What YOU will do:

You will report directly to our Manufacturing Supervisor in our Hope Hull Manufacturing Center of Excellence and work lockstep with your leader to assemble our products to put them in the hands of our Nation's elite. You will play a pivotal role in the manufacturing process. You will work as a team to integrate our rugged computing solutions across the world.

ESSENTIAL FUNCTIONS *(To perform within this position successfully, the incumbent must be able to perform each essential duty satisfactorily. Other duties may be assigned.)*

- Read and interpret assembly documentation including blueprints, operational sheets, wiring lists, parts lists, Engineering Change Notices (ECN), and other related build documentation.
- Assemble various types of mechanical final and sub-assemblies as directed by supervision.
- Recommend process changes that enhance manufacturability of assemblies while improving production throughput and overall profitability.
- Perform minor modifications to parts as needed to satisfy ECN change requirements.



- Satisfy all Miltope training and workmanship classes (i.e., hand tool, ESD training, FOD, etc)
- Successfully perform inline inspection of materials used in the assembly process.
- Successfully perform inline testing as required ensuring functionality of assemblies.
- Ability to prepare assembly documentation for submission to internal Quality Assurance, Source Inspection and/or Government inspection as required.
- Ability to rework mechanical, CCA and harness assemblies as required.
- Prepare assemblies for handling and shipment inclusive of associated documentation, packaging, and other assigned pre-shipment needs.
- Other duties as assigned.
- Ability to work with minimal to no supervision.
- Ability to effectively work with others in a strong teamwork and accountability environment

Supervisory Responsibilities: No

BASIC QUALIFICATIONS *(The requirements listed below are representative of the knowledge, skills, and/or ability required and preferred for this position.)*

Required Education & Experience:

- High School Diploma or GED
- Minimum 1 year exposure to electronics assembly, trade school or military training and/or related job experience

Required Knowledge, Skills, & Abilities:

- Ability to comprehend and follow instructions precisely
- Team player with great attitude, communication skills
- Ability to demonstrate Ownership worth ethic
- Reliable to attend work daily on-time, dependable to get the job done correctly and efficiently
- Basic computer skills (Word, Excel etc.).

Physical Demands and Work Environment:

- Position environment is neutral with low to moderate noise exposure, is a seated position requiring the extended use of a computer and computer equipment. The work environment differs from traditional manufacturing in that it is a clean space that is climate controlled.
- Miltope currently operates on a biweekly 9/80 work schedule. This results in normally every other Friday off. Miltope operates 1 day shift with hours of operation (week 1 Monday thru Thursday 7-430pm Off Friday; week 2 Monday thru Thursday 7am through 430pm with working Friday 7am-330pm). Overtime is scheduled as business demands.



YOU get more than Just compensation with Miltope:

- 401K with rich company match
- Medical/Dental/Vision Insurance
- Disability
- PTO
- Tuition Assistance
- Life and Accidental Death Insurance
- Development and Career Growth Opportunities

Please contact:

Human Resources at hr@miltope.com

It takes diverse talent to solve real-world problems. ST Engineering/Miltope Corporation is deeply committed to building a workplace community where inclusion is valued, and everyone feels welcomed. We're proud to consider all qualified applicants for employment without regard to race, color, religion, sex, pregnancy, family status, marital status, sexual orientation, national origin, disability, age, or veteran status, or any other legally protected grounds. So, bring us your personal experience, your perspectives, and your background. It's through our differences that innovative changes are made.

Miltope Corporation is committed to providing reasonable accommodations to qualified individuals with disabilities in the employment application process. To request an accommodation, please contact our Human Resources Team at hr@miltope.com.