

## Position Description

Position: SMT Technician  
Department: Manufacturing  
Reports to: Factory Team Leader  
Direct Reports: None

### Position purpose:

Support the running of the SMT machines ensuring quality standards are met and targets are achieved.

### Key responsibilities:

#### SMT Machine Operator

- Operation of SMT machine
- Setting up of machines for production runs
- Changing of components
- Applying solder paste to boards
- Inspection of assembled product for faults
- Control of Stencils
- SMT quality record maintenance
- Train backup/relief staff member

#### SMT Hand Placement

- Operation of the SMT hand placement apparatus
- Inspection of assembled product for faults
- Train backup/relief staff member

#### SMT Stock Control

- Notifying Store Controller of installation of the last reel of any part (except customer supplied parts)
- Control of solder paste and consumables inventory

#### SMT Machine Maintenance

- Periodic preventive maintenance of the SMT machines
- Monitoring of machine reject/fault rate

#### General Production Duties

- General production duties when existing responsibilities are complete, or when a production overload situation exists, and temporary production manpower is required
- Inspection of finished products (PCB) and fault analysis of SMT equipment
- Testing, verification and fault analysis of electronic products in accordance with technical manual

### Other duties:

- Upholds the company values.
- Perform any other tasks as required by your Team Leader and/or the business.
- Contributes to the achievements of department goals and objectives.

## Health & Safety:

- Ensuring all Health & Safety policies and rules are followed, with all tasks completed in a safety conscious manner.
- Maintaining a safe and clean working environment by complying with Enatel Policy and Procedures.
- Leads by example in all matters relating to Health & Safety.

## Environmental:

Enatel is committed to minimising the environmental impact of our operations and products.

- Ensuring Environmental policies and processes are followed.

## Key Relationships:

Internal	External
• SMT Team	•
• Production Planners	•
• Procurement	•
• Engineers	

## Person Specification:

	Essential	Desirable
Competencies	<ul style="list-style-type: none"> <li>• Functional/Technical Skills - has the functional and technical knowledge and skills to do the job at a high level of accomplishment.</li> <li>• Action orientated - enjoys working hard and is full of energy for the things he/she sees as challenging.</li> <li>• Process Management – good at figuring out the processes necessary to get things done. Can simplify complex processes.</li> <li>• Learning Agility - the ability to learn quickly in a new environment.</li> <li>• Problem Solving – looks for opportunities to resolve issues and solve problems. Learns quickly when facing new problems.</li> <li>• Integrity and Trust – is seen as a direct, truthful individual; is widely trusted.</li> <li>• Ethics &amp; Values - Has an appropriate and effective set of core values and beliefs, and acts in line with those values at all times.</li> </ul>	
Skills, Experience & Knowledge	<ul style="list-style-type: none"> <li>• Safety-First approach</li> <li>• Previous SMT experience</li> </ul>	
Qualification / Licenses	<ul style="list-style-type: none"> <li>• Applicable tertiary qualification would be an advantage.</li> </ul>	