

## Position Description

**Position:** SMT Technician  
**Department:** Manufacturing  
**Reports to:** Production 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 machines.
- Setting up of SMT 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.

#### SMT Hand Placement

- Operation of the SMT hand placement apparatus.
- Inspection of assembled product for faults.

#### SMT Stock Control

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