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# Example of Assembly Associate Job Description

Our company is growing rapidly and is hiring for an assembly associate. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for assembly associate

* Ability to review and understand prints & wiring layouts for wire harness application
* Ability to read schematics a plus
* Ability to read, understand and work from DWI’s, Job instruction Training (JIT), Flow Charts
* Ability to work in a fast pace flow through line, and will learn to test and pack units
* Understands the individual processes within the line and how they impact the production output
* High volume line, ability to work efficiently
* Good hand and eye coordination required for the use of drivers and fixtures
* Willing to train on all aspects of line including picking parts, packaging parts, involves light assembly
* Willing to work and train on all work stations within MMB under the direction of Supervisor and/or coordinator
* Assemble (or build) both pilot lights and push buttons of medium size

## Qualifications for assembly associate

* Manual production/assembly of both finished goods and component level products, completing documentation in an efficient and accurate manner, performing material inspections, use and calibration of standard laboratory equipment and the verification of materials used in the manufacturing processes
* Understanding of metric volumes and measures is preferred
* Person must be able to lift 50 lbs
* Collaborate with team members to resolve problems and improve processes
* Familiar with software/firmware controlled electrical equipment
* Extreme attention to detail, especially with small parts