Downloaded from <https://www.velvetjobs.com/job-descriptions/electrical-assembler>

# Example of Electrical Assembler Job Description

Our company is hiring for an electrical assembler. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for electrical assembler

* Keeps work area clean and organized to insure safety and environmental compliance
* Able to rotate and efficiently perform work in a variety of cells
* Fastens units in specified locations in case
* Connects lead wires to buzzer, ohmmeter, or resistance tester to test connections for resistance, shorts, and grounds
* Adjusts contacts, springs, and shafts to meet specifications
* Follows established safety and environmental policies, procedures and methods applicable to the work area
* Reads work orders, bills of materials, blueprints, schematics and other written or verbal work instructions to determine best assembly method
* Assembles parts, components, sub-assemblies or machines per specifications
* Tests equipment operation and software
* Enters work order production and labor time into Syteline and payroll hours into LaborTrak in a timely manner

## Qualifications for electrical assembler

* Must be able to work independent and a part of a team
* Not afraid to challenge positions of authority if they feel they are correct
* Ability to work day shift
* Make preliminary connections and applicable wire harness assemblies
* Able to lift and/or move frequently up to 25lbs
* Must have average manual dexterity with ability to use hand to finger, handle or feel objects, tools, or controls and balance