

Job Description - Product Assembly Technician

**Title: Product Assembly Technician
(Business - Medical Equipment & Bathroom Accessories Manufacturer)**

Reports to: Department Lead Hand

Summary:

A great place to start with an opportunity to progress provided the individual demonstrates an interest and willingness to learn new skills. Training provided.

Performing tasks involving physical labour. Responsibilities will include the operation of machinery, along with hand and power tools.

Working within safety protocols along with workplace policies and procedures is mandatory.

Work Environment:

- **ISO13485**
- **Lean Manufacturing**
- **Purpose Driven, Core Values**

Job Responsibilities:

- Move / handle a variety of large steel and wood parts using carts and pump truck
- Use hand tools to grind, sand and file parts when a modification has been made
- Operate drill press
- Use a variety of hand and power tools; air stapler, power drill
- Regular use of ladder and rolling stairs
- Kit up assembly jobs by pulling WIP (work in progress) parts from storage racking
- Final product assembly of medical equipment and bathroom accessories using sub-assemblies and other component parts (steel, plastic, wood)
- Box / package assembled parts to become a finished product
- Exposure to chemicals and liquids (glue, isopropyl alcohol)
- **Performance targets (fast paced) related to time and quantity per part**
- General housekeeping
- Compliance with all safety guidelines
- Compliance with all HealthCraft policies and procedures

Desired Competencies:

- Physically fit
- Hand and eye coordination
- Wears a “smile” and has a positive outlook on life
- Outstanding attendance and punctuality record, wants to be here
- Puts in a full day of work
- Demonstrates a keen attention to detail
- Takes pride and ownership in a job well done
- Quick to learn
- Positive contributor to team attitude and corporate culture
- Flexible, adaptable, can go with the flow of things
- Team Player, great teammate
- Mechanically and technically inclined

Requirements:

- General experience in a manufacturing / machine shop environment would be considered an asset
- Comfortable working with machinery and tools and the ability to operate equipment / machinery in a safe and responsible manner
- Knowledge of workplace safety
- Effective communication skills, English; verbal and written
- Safety Footwear

Work Conditions:

- Manufacturing Environment
- **Ability to lift objects up to 50 + lbs**
- **Must be able to lift, push, pull or carry objects**
- Job requires ability to work with a variety of hand and power tools
- Use of Personal Protection Equipment will be required (ear protection, respirator, safety eyewear, safety footwear)
- Regularly works near moving mechanical parts
- Requires good manual dexterity
- Excellent stamina is required
- Work in conditions of heat, humidity, dust, noise, repetitive tasks and hazards associated with a machine shop
- Long periods of time standing
- Team Culture; Core Purpose and Core Value driven culture
- < 50 Employees

Compensation:

- Paid Statutory Holidays, 9 Days
- Paid Vacation
- Paid HealthCraft Days (3)
- Paid HealthCraft Personal Days (3)
- Competitive Wage
- Employee Benefit Program; Health, Dental, LTD, Life Insurance
- HealthCraft Corporate/Culture Perks; Donut Days, BBQ's, Pancake Breakfasts, Pizza Lunches, Team Spirit Activities, Learning/Training Opportunities

About HealthCraft:

“HealthCraft Products is an Ottawa based company that specializes in innovative home safety equipment. Established in 1994, HealthCraft designs and manufactures equipment that is inspired by the occupations of our three founders: a medical equipment retailer, an engineer, and an occupational therapist. This means our products are easy to use and install, adaptable, and highly conscious of how the human body moves. For more information about our products and how we help people continue to live independently in their homes, please visit www.healthcraftproducts.com”

HealthCraft Core Values:

New Day. New Ideas. It takes effort and persistence to improve every day, and it can be done. We are here to support your success.

Keep Giving. Keep Growing. Take time every day to help someone out. It won't go unnoticed.

Small Detail. Big Impact. The smallest detail can make the biggest difference. No matter what you're working on, finish strong.

Say hello. And then some. People deserve the same attention as their work. Check-in with your team. Show them you care. See the difference it makes.