

Job Title: Automation Technician

FLSA TYPE: Hourly

Reports To: Automation Technician Supervisor

Department: Advanced Engineering

Summary: Responsible for mechanical and electrical builds for Paragons Fabrication/Automation Group, and Support Production lines with repairs and upgrades to maintain and enhance productivity.

Be aware of time lines for projects and be able to complete builds on time.

Applicant should have strong knowledge of print reading, welding, operating hand power tools, operating mills and Lathe.

Essential Duties and Responsibilities include, but are not limited to the following:

This position will be required to comply with Paragon Document Control Procedures and may have additional responsibilities as defined the Department Manager.

- Adhere to established Safety Practices / Procedures to assure Employee Safety at all times.
- Escalate using established processes any Safety Concern.
- Complete all computer activities (e.g., Plex quality checks, log ins, Time off tracking; and ADP HR system as required)
- Needs to be flexible in regards to shift, site, and daily hours.
- Regular access to reliable transportation; a valid driver's license.
- Use, apply safety, and understand Welding, Plasma cutting, Torches
- Use, apply safety, and understand Mills, Drills, Lathe and various other machinery to complete assigned tasks
- Build components for new and existing production lines
- Build machinery
- Build Conveyance equipment. (Conveyors, Flip overs, Shuttles, Transfers etc.)
- Layout plant floor plans for new and existing production lines
- Set in place Robots, Machinery, Conveyors, Fencing, Man-safes, etc. for new and existing production lines
- Wire motors, sensors, lasers, switches etc.
- Install pneumatics, air lines manifolds etc.
- Work with the Controls department on builds to ensure a coordinated assistance and or hand off.
- As needed, support overall Quality goals per the Paragon Quality Policy.
- Responsible for the quality of the product produced.
- Be willing and able for advanced training.
- Be willing and able to train others
- Find and implement new ways to process builds
- Standardization – Promotes Efficiency
- Willing to train for additional assigned work as directed by Supervisor/Manager

Competency and Qualifications:

The requirements listed below are representative of the knowledge, skill, and/or ability required. To perform the job successfully, an individual should demonstrate the following competencies:

- Ability to get along with others
- Speak clearly and thoroughly while working with co-workers
- Excellent attendance is required to perform this job
- Ability to listen and follow verbal instructions.
- Assembly skills. Must be able to build/assemble using mechanical and/or electrical schematics with little or no supervision. Must have the knowledge to make simple mechanical components using a mill.
- Welding: Must have the knowledge with the use of a MIG welder, torch, and plasma cutter.
- Microsoft Office skills: Must have understand basic use of Excel, Word, and Outlook.
- Work Ethic: Sense of responsibility, emphasis on quality, sense of teamwork, and completing your job assignment(s) in a safe and timely manner. Must be able to work independently with little supervision.

- Good communication skills with fellow employees.
- Attendance regular and predictable attendance as scheduled with good attendance record.
- Positive Attitude keeping a positive outlook and being respectful of others.
- Ability and Willingness to participate in additional training as needed.
- Must have basic hand tools.
- Electrical control panel wiring: Must understand how to layout, wire from electrical schematic and test electrical control panels with little to no supervision.
- Electrical field wiring: Must understand how to wire, external from electrical control panels, electrical components per electrical schematic with little or no supervision.
- Robotics: Must have the knowledge with the usage of a teach pendant to recover from collisions, stoppages, and teach positions. Understanding basic aspects of I/O, coordinates, TCP, and basic command instructions.
- Must be able to react to deviations and contact proper personnel to remedy any problems if needed.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. *To assure safety requirements are met, individuals must be able to complete required drug/alcohol screening with clear results; and have the regular ability to remain awake and alert.*

Education/Experience:

Min. Requirements:

- GED or High School Diploma
- Minimum of 2-year machine building back ground. Which include mechanical and electrical.
- Primary language is English requires proficiency both verbal and written.
- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems in a professional manner.
- Reasoning ability must be consistent with established company policies and procedures.

Occupational Demands: This is a machine build and automation position requiring work within multiple Paragon facilities. Requires capacity to stand for extended periods of time, with occasional bending, lifting and/or twisting to complete routine tasks as needed. Work throughout the shift includes repetitive upper body, arm/hand/wrist movements to complete routine tasks. Successful incumbent will be able to accomplish the essential functions of the job meeting the occupational demands with/without reasonable accommodation. Small amounts of travel are required.