

## Job Description

<b>Job Title:</b>	Operator – Scopes	<b>Location:</b>	Sturbridge MA
<b>Department:</b>	Scopes	<b>Reports To:</b>	Production Supervisor - Scopes
<b>FLSA Status:</b>	Non-Exempt	<b>Work Schedule:</b>	7 AM to 3:30 PM, Overtime as requested.

<b>Core Responsibilities:</b>	Assemble, inspect and package Medical Endoscope products
<b>Primary Duties:</b>	<ul style="list-style-type: none"> <li>• Opto-mechanical assembly, including working with fiber optics</li> <li>• Build shaft subcomponents and / or final shafts according to work instructions.</li> <li>• Assemble, paint, and epoxy Scope sub components</li> <li>• Assemble components into completed scopes</li> <li>• In process quality inspection for mechanical and visual compliance to specifications</li> <li>• Inspect and package final product for shipment</li> <li>• Miscellaneous sub assembly builds as assigned.</li> </ul>
<b>Additional Job Requirements:</b>	<ul style="list-style-type: none"> <li>• Able to work with, and assemble, very small components</li> <li>• Able to read and follow routers and written/verbal instruction</li> <li>• Able to read and interpret prints and drawings-some math required</li> <li>• Able to effectively measure using a ruler and calipers</li> <li>• Microscope, soldering and working with epoxies</li> <li>• Works well in a team oriented environment.</li> <li>• Safety conscious-acts in a safe manner</li> <li>• Quality conscious-takes pride in work.</li> </ul>
<b>Education and Experience:</b>	<ul style="list-style-type: none"> <li>• Microscope experience</li> <li>• Soldering experience</li> <li>• Fine motor skill coordination. Good eye/hand coordination</li> <li>• Experience working in an ISO/FDA/GMP environment</li> </ul>
<b>Other Skills and Abilities:</b>	<ul style="list-style-type: none"> <li>• Follows instructions, doesn't deviate or improvise.</li> <li>• Quiet and attentive to work</li> <li>• Focused with eye on detail.</li> <li>• Productive-uses time effectively</li> <li>• Team oriented, works well with others.</li> <li>• Track record of being to work on time, adheres to breaks and lunch schedules. Rarely misses work.</li> </ul>
<b>Physical Demands of Job:</b>	<ul style="list-style-type: none"> <li>• Able to lift up to 10 pounds repeatedly</li> </ul>
<b>Work Environment</b>	<ul style="list-style-type: none"> <li>• Closed toed and heel shoes required</li> <li>• Eye protection and hearing protection required for certain tasks</li> </ul>