



GENESE
GLOBAL
GROUP
INC.

POSITION TITLE: Assembler/Multifunctional

REPORTS TO: Production Supervisor

SUMMARY OF DUTIES: Responsible for assembly of small and medium sized parts, fitting and/or adjustment of interrelated parts and/or assembly, adjustment and repair of subassemblies and major assemblies. May involve mechanical, optical and electrical/electronic operations. Requires use of wide range of hand and power tools, electrical or mechanical fixtures and gauges, standard measuring devices such as dial indicators, micrometers or voltmeters, drills, jigs, fixtures and light materials. Responsible for inspection and testing of own work and work of others. Job complexity ranges from simple, highly repetitive tasks to fairly repetitive but difficult tasks as incumbent's experience increases. Adhere to the QMS requirements.

LEVEL OF QUALIFICATIONS:

- A. **Group Leader:** High school diploma and normally two or more years' experience; usually two or more years' setup experience. Responsible for day-to-day direction of work of others for an assigned area of responsibility. May oversee the training and development need within the group. This is a "hands-on," non-supervisory position.
- B. **Intermediate Level:** High school diploma and generally one or more years' experience or equivalent; usually one or more years' setup experience.
- C. **Entry Level:** High school diploma or equivalent; proficiency obtained with one to three months; no or limited setup abilities.

