

# Job Opening

## Technical Associate II



To apply please send resume to [Enevate@info.com](mailto:Enevate@info.com)

Please indicate Technical Associate II in the subject line.

**Location:** Enevate Corporation – 101 Theory, Suite 200, Irvine, CA 92617

**Full Time Position**

Technical Associate II is responsible for safely performing assembly and testing operations in a clean and/or dry room environment per instruction from technical engineers and supervisors. Daily work will include reviewing work priorities with supervisors and perform activities with minimal supervision to eliminate process queues and managing internal and external priorities and coordinating with other departments like Process Engineering, Manufacturing Engineering, Quality and Customer support. Follow standardized practices, policies, and procedures and participate in continuous improvement activities.

### Essential duties/ responsibilities:

- Performs assembly and testing of products and systems in a safe and careful manner per procedures and instructions provided by supervisor and engineering with minimal supervision.
- Expertise in using hand tools, pipette, performing measurements, experience with ultrasonic welding a plus, and use systems/software e.g., word processing/spreadsheet applications etc. to record and format data and creating charts, log sheets, etc.
- Builds and maintains materials for cell assembly, documents, organizes, and updates daily operations log of work performed, communicates issues and concerns to relevant individuals. Review, follow and perform job functions in compliance with established work instructions and adherence with SOPs, including recording traceable information on records (e.g., device history records).
- Maintains testing facilities 5S standards by keeping work area clean and organized.
- Maintains and follows lab related work instructions, procedures, and equipment manuals. Assists in the analysis of product and processes, liaise with relevant functions as necessary e.g., quality, manufacturing engineering, research, customer support and operations department.
- Leads continuous improvement activities to improve process cycle times and improving the processes to make them more safer and ergonomics friendly.
- All other duties as assigned.

### Required Skills:

- Expert level understanding with valves, pumps, mixers to support the test up is preferred.
- The candidate needs to be onsite 5 days a week. Flexibility to work weekends, work overtime as needed.
- Basic understanding with the ability to learn and use Microsoft Excel and Word to record, produce graphs/charts and report data to a high standard. Be computer literate and demonstrates competency.
- Cross boundary collaboration inspiring accountability continuous improvement mindset.
- Demonstrate a can-do approach and good attention to detail and be able to adapt to changing demands and requirements.
- Drive to achieve end results and demonstrates the willingness to learn. Ability to follow instructions and procedures and conforms to Enevate's requirement and standards whilst using own initiative.
- Top Skills: Strict attention to detail, Good written and verbal communication, interpersonal, and relationship building skills, Problem solving methodology, root cause analysis.
- Knowledge of and adherence to Health and Safety and Quality guidelines as they relate to lab and/or clean room manufacturing preferred.



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- A good communicator to deliver and present information both verbally and in writing. An effective team player ability to priorities and work to deadlines.

### Education/ Experience:

- Associate degree in Engineering, Mathematics, Physics, Chemistry or equivalent. Must have technical understanding of Electrical, Mechanical and Hydraulic principles is desired in lieu of education.
- 2+ years knowledge and experience of and adherence to Health and Safety and Quality guidelines as they relate to lab and/or clean room manufacturing preferred.

### Requirements:

- Bending, squatting, crawling, kneeling, push/pulling, twisting, handling objects with manual dexterity, reaching above shoulder level and use of fine finger movements.
- Climbing. Ascending or descending ladders, stairs, raised platform, ramps, poles, and the like, using feet and legs and/or hands and arms. Body agility is emphasized. This factor is important if the amount and kind of climbing required exceeds that required for ordinary locomotion.
- Hearing. Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discriminations in sound.
- Lifting. Exerting up to 25 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Use of one or both arms and wrists to lift parts, fixtures, and tools on a frequent basis.
- Sitting. Particularly for sustained periods of time.
- Standing. Particularly for sustained periods of time.
- Talking. Expressing or exchanging ideas by means of the spoken word. Those activities in which they must convey detailed or important spoken instructions to other workers accurately or quickly.
- Vision. Required to have visual acuity to determine the accuracy, neatness, and thoroughness of the work assigned or to make general observations of structures.
- Walking. Moving about on foot to accomplish tasks, particularly for long distances or moving from one workstation to another.
- Personal Protective Equipment (PPE). Attend required training sessions on assigned PPE provided by the supervisor. Wear assigned PPE as required by the standard work instructions. Properly clean, inspect, maintain, and care for PPE as required. Inform the supervisor of the need for repair or replacement of PPE.
- Subject to hazards. Includes a variety of physical conditions, such as proximity to moving mechanical parts, moving vehicles, electrical current, working on raised platform and high places, exposure to high heat or exposure to chemicals.

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