
POSITION TITLE:	Electronics Bench Repair Technician
DATE:	January 21, 2022
EMPLOYMENT STATUS:	Full-Time, Non-Exempt Employee
REPORTS TO:	Production Manager
LOCATION:	On-site in Monterey, CA

SUMMARY: Organizes, plans, and conducts board level repair and testing activities related to the rework and preparation of electronics products for sale. This position requires extensive electronics troubleshooting theory and practical experience. Additionally, must be able to read/interpret schematics, bill of materials and be versed in the use of bench electronics troubleshooting equipment and tools.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Troubleshooting, Repair and Testing of Embedded Controller Boards (~60% of Time)

- Repair or replace electronic components at the board level, including but not limited to processors, memory, regulators, passives and other PCBA components.
- Troubleshoot and test electronic components at the board level using various methods; test bench equipment and tools, including multimeters, scopes, logic analyzers, signal generators and power supplies.
- Repair controller boards, hubs, and power supplies.
- Troubleshoot and repair of POE networks and related components.
- Confirm that components that have defects are tagged, repaired, burned in, and returned to inventory.
- Use problem solving skills to improve quality and output.

Product Programming and Testing (~20% of Time)

- Perform assembly and build products with components that include circuit boards, wiring, speakers, microphones, LED lights, and switches.
- Read and interpret schematics, datasheets, BOMs, manufacturing manuals, work orders, and specifications.
- Using a PC, load software and read test results. Use basic fixtures for testing and multimeter for measuring voltage and continuity.
- Test functional performance of products to ensure conformance to manufacturing manual requirements.
- Tag components that fail testing; swap out for new components.

Final Testing and Packaging (~15% of Time)

- Perform final inspection of assembled products, ensuring completion of testing/assembly steps and inclusion of kits/documentation.
- Pack finished products for shipment.

Additional Duties/Special Projects (~ 5% of Time)

- Attend morning Production Planning meetings. Provide detailed status of repair work completed (via Excel spreadsheet) to the Production Manager.
- Assist in warehouse work, such as helping unload and stock large shipments received.

QUALIFICATION REQUIREMENTS:**Job Requirements:**

- Passed IPC-A-610 and demonstrate advanced SMT soldering skills
- Associates degree in Electronics Technology (preferred, but not required)
- At least 5 years working as an electronics technician
- Experience with embedded controller boards; including processors, oscillators, memory, PoE networks, audio and video circuits, amplifiers, and voltage regulators
- Computer skills: MS Office Suite, MRP, and terminal programs (Linux), SIP/IP Networks (preferred but not required)
- Experience testing small components using quality assurance procedures and equipment
- Must be able to read and interpret schematics, manufacturing manuals and drawings (written in English), for a wide variety of devices and components
- Assembly experience using basic hand tools and test fixtures
- Ability to work efficiently in a highly demanding, team-oriented, and fast paced environment
- Experience working in assembly teams and with engineers

Other Skills and Abilities:

- Must be well organized and a self-starter
- Must be reliable and accurate
- Must be comfortable working with hand tools
- Must be even-tempered and collaborative
- Must have the ability to quickly learn new tasks and equipment
- Must be willing to communicate with team members and management when product or process issues are noticed

WORKING CONDITIONS

Working conditions described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions. Variations in conditions may occur under certain circumstances.

ENVIRONMENT:

- Approximately 95% of the time performing job duties is spent indoors, within a warehouse environment.
- Approximately 50% of the time is spent on the computer.
- While performing the duties of this job, the employee may work near moving mechanical parts and is occasionally exposed to the risk of electric shock.

- Noise level in the work environment is usually moderate.
- The temperature of the work environment is moderate and ranges from 60 – 80 degrees.

PHYSICAL DEMANDS:

- **Seldom (1-5%):** squat, crawl, kneel, and drive; key (i.e. calculator, telephone)
- **Occasionally (6-33%):** stand and walk, balance, climb stairs or ladder carrying large boxes up to 50 pounds
- **Frequently (34-66%):** grasp with hands and fingers; lift (up to 20 pounds)
- **Continuously (67-100%):** sit, bend, twist, push, pull, reach with hands and arms, use hands to finger, handle or feel objects, tools, or controls; see (including close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus), hear (i.e. audio testing and speaking); key computer.

MACHINES, TOOL AND EQUIPMENT: *(the percentages will vary according to the job, examples shown below)*

- **Seldom (1–5%):** Copier, printer, automobile
- **Occasionally (6-33%):** multimeter
- **Frequently (34-66%):** writing instruments, CyberData products, test equipment, and other hand tools (some motorized, some not), computer mouse

TRAVEL:

- This job requires minimal travel within close proximity to the regular assigned work location.

CyberData Culture:

CyberData is an extremely nimble and fast paced environment. We take pride in reacting quickly to our customers and developing new and innovative products for the VoIP, POS and IP Endpoint industries.

We are located in the beautiful Monterey Bay area and offer a great work-life balance. We like new ideas, so bring an open mind and get ready for spirited collaboration. We are committed to creating and are positioned to offer the complete process for our customers. You will learn something new and face new challenges every day.

Team spirit is infectious. CyberData is an extremely open workplace where communication is essential. Not every idea will be accepted, but you will be asked for your point of view. Innovation thrives on multiple and varied levels. At CyberData we challenge conventional wisdom and refuse to accept that something cannot be done.

This is a full-time, non-exempt position, eligible for a great benefits package including a 401K plan. Position is located in Monterey, CA.