



JOB POSTING

Calibration Technician

Exemption Status/FLSA Code: NE

Reports To: Maintenance Manager

Department: Manufacturing

Supervisory Responsibilities (Y/N): N

JOB PURPOSE:

Calibrates and adjusts instruments to meet established conformance standards, maintain tool room and prepare chemical formulation.

ESSENTIAL DUTIES:

- Familiar with standard concepts, practices, and procedures within the silicone medical device field
- Prepares appropriate documentation on instruments
- Ensures calibration of precision hand tools
- Ensures calibration of gauges and fixtures
- Upholds MRI vision and core values
- Performs other duties as required

QUALIFICATIONS (Education/Experience/Knowledge, Skills & Abilities)

Required:

- High school diploma
- Technical expertise/aptitude
- Attention to detail
- Good Organizational Skill
- Good verbal/written communication skills
- Ability to comprehend and comply with company safety and quality standards
- Ability to follow oral and written instructions
- Ability to read and use precise hand tools
- Proficient computer skills (Microsoft Office)

Preferred:

- Proficient mathematical/analytical skills

WORKING CONDITIONS:

- Requires light physical activity performing non-strenuous daily activities. When the individual needs to work in the Production area, protective clothing and ability to work around chemicals will be required.
- About 80% of the time spent hands-on working with tools, product, drawings and taking measurements.
- About 20% of the time spent at the computer/desk working on documentation and reports.

All interested candidates please submit an internal application to Human Resources. The internal application is located on the intranet in HR Forms.

NOTE: This job description is not intended to be an exhaustive list of all possible duties, responsibilities and or qualifications. Other duties, responsibilities and/or qualifications may be assigned to this position.