

**Job Description**  
**Machine Qualification Technician III**

Type of Job – Full Time – Non-Exempt  
Location – Swansey, New Hampshire

**Job Summary** This position reports to the Assembly Manager and is principally responsible for the assembly, testing and troubleshooting of ultra-precision machines and other Nanotechnology products. This position will be expected to occasionally support field service if required, ranging from telephone support to the occasional field trip. The responsibilities and functions of this position will be adjusted as the Company continues to grow. Assembly employees are responsible for supplying their own personal toolbox and basic hand tools (sockets, wrenches, screwdrivers, etc.).

**Core Responsibilities**

- Understands the operations, manufacturing, and variations of ultra-precision CNC machining/grinding equipment and software.
- Assembles and builds first off prototype systems, with little to no supervision, and provides constructive feedback to Engineering throughout the build cycle.
- Very strong troubleshooting skills with the ability to dissect problems and determine the best resolution.
- Creates, builds and tests procedures for new products.
- Provides customer support and training relating to ultra-precision optical manufacturing equipment.
- Operates various optical metrology equipment (interferometers, SWLI, auto-collimators, microscopes, etc.) for qualification of machined parts.
- Interacts directly with customers to meet customer expectations and product specifications.
- Efficiently completes assigned tasks with minimal supervision.
- Pro-actively interfaces, as a team player with all departments to ensure the quality and timely delivery of Nanotech products.
- Adheres to and meets strict production schedules through personal time management and advanced planning of necessary parts availability.
- Efficiently machines and qualifies all standard test parts and tests all machine accessories.
- Performs machine buyoffs with customers and completes machine acceptance.
- Ensures that all machines are fully tested and ready to ship.
- Programs, machines, and qualifies complex surfaces from customer supplied documentation.
- Overcomes obstacles and adapts effectively while maintaining Nanotech quality standards.
- Assists Nanotech Service and Applications Departments by providing customer support and training, remotely and in person as required.
- Maintains a clean and organized work area.
- Ensures safe work practices are followed.
- Complies with safety regulations.
- May be required to work overtime, including weekends.
- Must hold or be able to obtain a US Passport.
- Performs other duties as assigned by management.

### **Required Education and Experience**

- Completely fulfills all responsibilities of Machine Qualification Technician II.
- High school diploma or equivalent.
- Experience reading blueprints and drawings.

### **Preferred Education and Experience**

- Machine tool assembly and operation experience.
- Minimum 5 years of experience in related industry.

### **Competencies**

- Electro-mechanical skills.
- Focus on quality and attention to detail.
- Troubleshooting skills.
- Team player.
- Time management and planning.
- Solid communication skills, both verbal and written.