Engineering Technician

Edmonton, AB, Canada

Department: CSI-Engineering / R&D | **Division:** N/A

Job Summary

The Engineering Technician role is to provide technical and administrative assistance to the engineering group. This role also serves as an interface for outside groups to access support services from engineering.

Responsibilities

- Assist engineering with prototyping and testing as required
- Create and maintain fabrication and assembly drawings
- Create and manage BOMs in ERP system
- Developing product MAPS
- Liaison between design engineering and production, during development and manufacturing
- Works with manufacturing engineer to move newly designed products into production
- Create jigs for repair and production
- Create test procedures and test programs for production
- Maintain and update automated test equipment and programs
- Provide ongoing support to production to ensure products are being built properly and efficiently while maintaining high quality standards
- Maintain all revision logs for repair test procedures and production MAPS and documentation of assembly procedures
- Provide technical support and training to internal customers
- Create, manage, and close ECOs
- Tool and equipment selection
- Ensure proper manufacturing documentation is provided to external manufacturing companies
- Assist with inquiries from external manufactures and suppliers to provide clarity

Required Skills

- Electronics debug and test tools (multimeter, oscilloscope, logic analyzer, etc.)
- Electronic and mechanical assembly (soldering iron, hand tools, power tools)
- Ability to read and update schematics and PCB layouts
- Experience in technical production environments
- Highly communicative in a team environment
- Strong problem-solving skills

Preferred Qualifications

- Ability to read and update physical drawings
- MS Office Suite at an *Intermediate* level
- Experience with Altium or other PCB Design software
- Experience with Solidworks or other 3D design software
- Experience with Linux, C/C++ and Python
- Ability to communicate in French or other languages

Required Education and Experience
- Electronics Engineering Technology Diploma (or equivalent experience)
- 3+ years of experience in electronics development, repair, or manufacturing

Work environment
- Office / lab setting with personal workstation, personal computer, and access to computer peripherals. As well as electronics test and debug tools
- Sitting for extending periods. Standing, bending, and twisting consistent with normal business operations in an office setting. Use of desktop PC for extended periods during a standard workday.

Physical requirements
- Able to work at a computer for long periods, occasional lifting of equipment less than 45 pounds.

The above statements describe the general nature and level of work being performed in this job function. This is not intended to be an exhaustive list of all duties. Additional responsibilities may be assigned.