



## **B3 Technology**

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# **JOB DESCRIPTION**

**JOB DESCRIPTION:** Entry Level Technology Technician

This position is responsible for performing routine field service on all HaaS machine tools and maintaining the service database.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

- Good attitude and people skills a must
- Good mechanical aptitude and skills
- Ability to think logically and orderly
- Willing to keep an open mind and to objectively accept constructive criticism
- Good listener
- Satisfactory completion of a 90 day probationary

### **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Machine tool assembly and repair experience a plus
- Strong troubleshooting skills, both mechanical and electrical
- Motivation to learn new systems
- Organizational skills
- Self-motivated and able to work without supervision
- Ability to understand and handle customer complaints
- Ability to clearly write accurate and routine descriptions of work performed
- Solid technical skills, computer skills
- Knowledge of Microsoft products are big pluses

### **EDUCATION and/or EXPERIENCE**

One-year certificate from college or technical school; or three to six months related experience and/or training; or equivalent combination of education and experience.

### **LANGUAGE SKILLS**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals in English. Ability to speak effectively with customers and/or their employees.

### **MATHEMATICAL SKILLS**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, percent, and to draw and interpret bar graphs.

### **REASONING ABILITY**

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions.