

## Molding and Wiring Technician, Houston

### Seatronics Vision and Mission

Seatronics are the Marine Technology Specialists. With our solution focused culture, engineering strength and extensive product knowledge, our vision is to remain the leading provider of marine electronics solutions to the global subsea market. We supply specialist subsea solutions pursuing excellence both in engineering capability and customer support. Our continually developing expertise allows us to provide full service capability on demand encompassing rental, sales, service & repair, calibration, personnel and asset management.

### Overall Purpose of Role

As Molding and Wiring Technician you will assist the Senior Mold Shop Technician to complete the day to day operations of the Mold Shop. Supporting the completion of production deadlines for cables and connectors. Undertake such activities in a timely, safe and organized manner. You will pay particular attention to maintaining high QA standards to ensure quality products are delivered to our clients specifications.

**Relationships:** Reports to Senior Molding Technician, liaises with Line managers and engineering teams.

### Key Responsibilities and Accountabilities

*“Essential Functions” are primarily job duties that incumbents must be able to perform unassisted or with some reasonable accommodation made by the employer.* This job description does not limit the tasks that an employee may reasonably be requested to perform. Substantive changes to this job description may be necessary to meet the changing business needs of the firm. Any substantive revisions to this job description require the approval of the HR Manager. Notwithstanding this Job Description, all Seatronics employees are at-will employees – each may resign at any time and for any reason, and the firm is free to terminate the employee at any time, with or without cause and with or without notice.

- Support the Senior Molding Technician to ensure all orders are completed efficiently in an economical and timely manner.
- Conduct basic testing & general wiring duties.
- Position, align, fasten and install wiring to form assemblies or subassemblies.
- Follow procedures as outlined in the ISO 9001 documentation.
- Assist with the operation of molding machines, tools and other hardware in the mold shop.
- Work with the Senior Molding Technician to ensure that all enquiries are addressed and deadlines met.
- Assist the Senior Molding Technician to maintain the stock of cables and connectors and carry out periodic stock takes.
- Carry out initial QA checks of cables/ connectors produced in the shop
- Minimize rejection levels by adhering to procedures as outlined in the ISO 9001 documentation.
- Take part in company audits as and when required

## Experience and Qualifications

- High School Diploma or equivalent in a relevant area; Electronics, Business or Project Management
- 1-2 years' experience manufacturing and maintaining equipment
- Ability to assemble and wire to customer built specifications from drawings
- Fiber, Copper, AV/Coaxial termination splice and test experience required.
- Track record of delivery and success within a regional or global procurement leadership role

## Skills and Knowledge

- Comprehensive knowledge of Seatronics' equipment repairs and individual equipment functionality
- Knowledge of process control including lead time reduction and quality improvement
- Knowledge of Seatronics' market and business capability
- Excellent organizational and time management skills
- Exceptional attention to detail with good analytical skills
- Strong problem solving skills
- Developed communication skills; e.g. report writing, customer service

## Personal Qualities

- Customer focused with a forward thinking attitude
- Strong Negotiation skills
- Outgoing team player with a professional approach
- Ability to work as part of a team
- Able to communicate at all levels
- Ability to support the Senior Molding Technician in his duties
- Ability to work to tight deadlines and remain calm under pressure
- Conscientious and helpful
- Willingness to learn and participate/provide in-house training
- Willingness to work flexibly to meet deadlines for upcoming projects

## Work Requirements

- Ensure effective self-management to work in accordance with the company's values, goals and objectives.
- Willingness to maintain Continual Professional Development to ensure your own knowledge base enhances Seatronics' capability and that you comply with the company's policies, processes and principles.
- Maintain integrity by being honest and transparent with staff, clients and suppliers in line with business policies.
- Highlight new technologies or working practices which may benefit the company by way of the Process Improvement Report (PIR) process.
- Actively participate in regular team and company events as required.
- Ensure we focus on being customer centric by developing good relationships with clients and suppliers and providing outstanding levels of service to ensure client needs are met on time, every time.
- Participate in the leadership and commitment of QHSE to ensure there is zero harm to our people, the environment and equipment.
- Take an active role in ensuring the quality of our products and services fully meets customer requirements.
- Ensure you work in line with various areas of compliance, including but not restricted to Customs/Export Control/Import/Anti-Bribery/Quality Assurance (QA).
- Ideally have a clean driving license and the ability to travel to global companies when necessary.
- Ensure you are deemed fit for the role or assignment being undertaken by undertaking medical examinations/tests and/or vaccinations in line with local legislation.

## Competency requirements

### Essential competencies that are critical for job success

#### 4.2 Applying expertise & technology

- Applies specialist and detailed technical expertise
- Develops job knowledge and expertise through continual professional development
- Shares expertise and knowledge with others
- Uses technology you achieve work objectives
- Demonstrates appropriate physical co-ordination and endurance, manual skills, spatial awareness and dexterity
- Demonstrates an understanding of different organizational departments and functions

#### 6.2 Delivering results and meeting customer expectations

- Focuses on customer needs and satisfaction
- Sets high standards for quality and quantity
- Monitors and maintains quality and productivity
- Works in a systematic, methodical and orderly way
- Consistently achieves project goals

#### 8.1 Achieving personal work goals and objectives

- Accepts and tackles demanding goals with enthusiasm
- Works hard and puts in longer hours when it is necessary
- Identifies development strategies needed to achieve career goals and makes use of development or training opportunities
- Seeks progression to roles of increased responsibility and influence

#### 7.2 Coping with pressures and setbacks

- Works productively in a high pressure environment
- Keeps emotions under control during difficult situations
- Balances the demands of work and personal life
- Maintains a positive outlook at work
- Handles criticism well and learns from it

### Desirable competencies for job success

#### 7.1 Adapting and responding to change

- Adapts to changing circumstances
- Accepts new ideas and change initiatives
- Adapts interpersonal style to suit different people and regional differences
- Deals with ambiguity, making positive use of the opportunities it presents

#### 6.1 Planning and organizing

- Sets clearly defined objectives
- Plans activities and projects well in advance and take account of possible changing circumstances
- Manages time effectively
- Identifies and organizes resources needed to accomplish tasks
- Monitors performance against deadlines and milestones