

Job Description



Customer



Accountability



Integrity



Excellence

Job Title:	Assembler/Tester		
Department:	Assembly & Test	Location:	Stroud
Direct Reports:	None	Reports to:	Assembly Supervisor
Dimensions:	Assembling product components and subjecting them to various tests, ensuring compliance with standards and regulations.		
Date Created:	July 2024	Review Date:	July 2025
Job Purpose	Ensure that products are produced efficiently; that they are of the right quality, quantity, and cost; and that they are assembled & tested on time.		
Key Accountabilities	- Take responsibility for themselves and others to ensure work is carried out safely and in line with the Company's Health and Safety policies and procedures. - Mechanical assembly of Valve products using various assembly aids and tooling. - Using high pressure test cells to carryout testing of Valve Products. - To build and test our products in line with the assembly & test procedures provided and without deviation. - Take responsibility for the Quality of the work you are building & testing, ensuring products are free of any possible contamination or damage caused during handling. - Maintain good standards and support a culture of 5S plus Safety in the way you carry out your work. - Work to the priorities as "Set Out" by Production Supervision. - All production hours must be captured through the booking of time on the works traveller. - All non-productive hours must be captured through the booking of time on the relevant Fault Code. - Be aware of the build & test cycle times stated on the traveller. Monitoring your own performance to ensure the time being taken meets the estimated costed time given. Where necessary report any misalignment to your supervisor. - Assist with other duties within the Assembly Department as required. - Maintain 5s standards and working practices within the Assembly area, such as maintaining the cleanliness of all test equipment and assembly tooling.		
Expertise	- Full indentured apprenticeship or relevant knowledge & experience highlighted on CV. - Experienced in all aspects of assembly & test workshop practise. - Experience in building a variety of small-bore subsea Valves. - Experienced in the use of high-pressure test cells and the testing of valves. - Experience and knowledge in working with Duplex and Nickel Alloy Materials. - An understanding of hydraulic/pneumatic systems. - Ability to read and understand engineering drawings - Familiar with carrying out requirements of Factory Acceptance Tests (FAT's) - Familiar with producing documentation of FAT (fill in forms/charts) - Familiar with pressure gauging and chart recorders - Good numerical and literacy skills - Proficient in the use of MS Office applications, email and internet.		

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Impact	- Finding the root cause of a device/equipment failure - Device/equipment testing prior to distribution to ensure no defects - Covering device/equipment repair, replacement, warranty claims, or legal action, any or all of which could sizeably increase monetary losses accrued by defective merchandise. - Developing a knowledge base with manufacturers and customers
Resource	Internal: Engineering Production Inspection Stores & Despatch External: Customer Witness representatives 3rd Part Inspectors Assembly & Test equipment suppliers.
Complexity	- Highly technical - Dealing with complexed and changing requirements - Communicating defects - Follow specific design specifications to ensure a product is designed effectively. - Staying up to date with methodologies
Influence	- Contribute to the success of a product from the very beginning of the engagement - Experience the product through testing and see through the eyes of a customer - Ensure the product being designed is built and useable - Increase Team velocity and value
Quality, Health, Safety & Environment	Health, Safety & Environment To show responsibility, compliance and full commitment to any required Health, Safety and Environmental standards. Quality Management System To show responsibility and compliance with Quality Management, including all relevant procedures and work instructions in operation.

ESG	Environmental, Social, and Governance (ESG) Required to show a strong commitment to ESG, complete assigned training and take responsibility for how to contribute within your role.
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