

Job Title: Electromechanical Assembler I

Company: Richardson Electronics, Ltd.

Type: Full time

Job Description: Under general supervision performing production assembly and testing of electro-mechanical assemblies. Person is expected to work independently to achieve the desired results while paying close attention to standards and following work instructions.

Job Responsibilities:**Essential Job Functions:**

- Read and interpret schematics, blueprints and detailed work instructions in order to build quality assemblies and sub-components.
- Performs electrical testing, test data acquisition and fills out paperwork and reports.
- Perform quality checks on components and completed assemblies.
- Performs soldering, building of wire and cable assemblies and other assembly operations.
- Packaging completed assemblies and preparing for shipment.
- Assists in daily cycle counting of material.
- Maintain a clean and orderly work center.

Non-essential Job Functions:

- Ability to handle several tasks at a time
- Perform other duties as assigned outside of normal work as required.
- Ability to work in a fast-paced environment.
- Able to lift 50lbs.

Supervisory Responsibilities: None

Qualification Requirements: Ability to use basic hand tools. Must be able to read and interpret blueprints and diagrams. Good organizational and record-keeping skills required. Must be able to lift 50lbs. Must be able to sit and stand for long periods as required.

Working Environment: Air-Conditioned, well-Lit area. Sometimes requires long periods of sitting. Hazards from high voltage while testing production units.

About Richardson Electronics – Power & Microwave Technologies: For over 75 years, Richardson Electronics has been your industry-leading global provider of engineered solutions, RF & microwave, and power products. The Power & Microwave Technologies group continues this legacy and complements it with new products from the world's most innovative technology partners. Richardson Electronics' Power & Microwave Technologies group focuses on what we do best: identify and design disruptive technologies, introduce new products on a global basis, develop solutions for our customers, and provide exceptional worldwide support. As a global company, we provide solutions and add value through design-in support, systems integration, prototype design and manufacturing, testing, logistics, and aftermarket technical service and repair—all through our existing global infrastructure. More information is available at www.rellpower.com.

About Richardson Electronics: Richardson Electronics, Ltd. is a leading global manufacturer of engineered solutions, power grid and microwave tubes, and related consumables; power conversion and RF and microwave components including green energy solutions; high-value replacement parts, tubes, and service training for diagnostic imaging equipment; and customized display solutions. More than 60% of our products are manufactured in LaFox, Illinois, Marlborough, Massachusetts, or Donaueschingen, Germany, or by one of our manufacturing partners throughout the world. All our partners manufacture to our strict specifications and adhere to our supplier terms and conditions. We serve customers in the alternative energy, healthcare, aviation, broadcast, communications, industrial, marine, medical, military, scientific, and semiconductor markets. The Company's strategy is to provide specialized technical expertise and "engineered solutions" based on our core engineering and manufacturing capabilities. The Company provides solutions and adds value through design-in support, systems integration, prototype design and manufacturing, testing, logistics, and aftermarket technical service and repair through its global infrastructure. More information is available at www.rell.com.

Equal Opportunity Commitment: Richardson Electronics is an international organization with offices worldwide. We are committed to fostering a workplace where all employees have equal opportunities to succeed, grow, and contribute. We believe in creating an environment where every individual is valued, respected, and supported. By promoting fairness, inclusivity, and a culture of mutual respect, we ensure that our employees, customers, and the communities we serve can achieve their goals. Our ability to bring together individuals with diverse skills, experiences, and perspectives is essential to our continued global success.

Equal Opportunity Employer/Veterans/Disabled

**Must be authorized to work in the US.*

Please send resume to: vdusen@rell.com

Required postings:

Family Medical Leave Act (FMLA) <https://www.dol.gov/whd/regs/compliance/posters/fmlaen.pdf>

Employer Polygraph Protection Act (EPPA) <https://www.dol.gov/whd/regs/compliance/posters/eppac.pdf>

Equal Employment Opportunity (EEO) Know Your Rights https://www.eeoc.gov/sites/default/files/2023-06/22-088_EEOC_KnowYourRights6.12.pdf

Invitation to Self-Identify <https://www.rell.com/webfoo/wp-content/uploads/2023/10/Invitation-to-Self-Identify.pdf>

Pay Range: \$20 to \$23/hr plus incentive

Benefits: Our benefits package includes comprehensive health insurance with multiple PPO and HSA plan options, as well as dental and vision coverage. We offer flexible spending accounts (FSA), life insurance, voluntary life insurance, short- and long-term disability (STD & LTD), an employee assistance program (EAP), smoking cessation support, weight management program, pet insurance, LifeLock identity protection, and a 401(k)-retirement plan. Additionally, we provide generous vacation time, sick/personal days, 10 paid holidays, and tuition reimbursement to support ongoing education and work-life balance.