



**Please submit your resume, cover letter, and a signed OLEDWorks application agreement (see <http://www.oledworks.com>) for consideration of employment**

**Position Title:** Electrical & Mechanical Engineering and Maintenance Technician  
**Reports To:** Director, Fab/OLED Production & Site Safety Officer  
**FLSA Status:** Non-Exempt

**About Us:** OLEDWorks' mission is to empower our customers to make unique products with the world's most advanced, best performing and highest quality multi-stack OLED technology. Our mission is to bring the unique beauty, unmatched performance and earth-friendly sustainability of OLED technology into products that change the way people light spaces, display images and communicate information.

Creating world-class, cost-effective solutions requires an entirely new approach that breaks from traditional OLED manufacturing paradigms. With production in Germany and in the USA, OLEDWorks boasts two innovative and complementary manufacturing platforms that deliver affordable OLED solid state lighting panels. OLEDWorks is uniquely positioned to offer volume production while expanding product portfolio to enhance design inspiration.

**Job Summary:** The Electrical & Mechanical Engineering and Maintenance Technician is responsible for performing both electrical and mechanical engineering technician duties including design, installation, troubleshooting, repair, and maintenance of production and facility equipment according to safety, predictive, and productive maintenance systems and processes. The Technician must be able to collaborate effectively with team members and other engineers in order to competently discuss project instructions or changes in design, manufacturing, and assembly, and ultimately identify and execute requirements.

**Essential Functions:**

- Responsible for all stages of design, installation, operation, and maintenance of electrical and mechanical devices
- Plans, produces, and assembles new or changed mechanical parts for products, such as equipment or machinery
- Acts in a lead installer capacity as needed and functions in a project management capacity to take plans from concept to implementation
- Provides emergency/unscheduled repairs of production equipment during production and performs scheduled maintenance repairs of production equipment during machine service
- Performs machinist duties and responsibilities
- Performs mechanic skills including electrical, mechanical, pneumatic, hydraulic, troubleshooting, and repair of production machines

- Reads and interprets equipment manuals and orders to perform required maintenance and service
- Monitors various systems and machines to ensure top functionality
- Performs regular preventive maintenance on machines, equipment, and in facility
- Diagnoses problems, replaces or repairs parts, tests and makes adjustments
- Detects faulty operations and defective material and reports those and any unusual situations to proper management
- Designs, monitors and takes special care of the vacuum systems. Stays current on understanding the materials in vacuum environments.
- Uses various tools, hand and power, electric meters, and material handling equipment in performing duties
- Designs, codes, and installs the electronics and programmable logic controllers (PLCs) for different equipment
- Complies with safety regulations and maintains clean and orderly work areas
- Coordinates work performed by outside contractors or vendors when needed
- Identifies new or replacement parts needed and works with the team to place order
- Assists with regular maintenance of facility, such as changing OLEDs in the ceiling or other similar tasks.
- Provides technical training to other team members or management
- Writes and updates documentation and SOPs to comply with ISO9001 certification requirements
- Works on various special projects as assigned by the Fab Director.

### **Education & Experience:**

Associate degree from a two-year college or university in electrical and/or mechanical engineering or related field of study, in addition to 2-5 years of experience working in a fabrication environment required. Bachelor's degree from a four-year college or university in electrical or mechanical engineering preferred. Experience with vacuum environments preferred.

### **Competencies & Skills:**

- Ability to apply theory and instructions from engineers as well as act independently to design, develop, manufacture and test mechanical devices including tools, equipment and machines
- Understanding of a fabrication environment
- Knowledge of and ability to assess overall health of tools
- Ability to run various shop tools like lathes, grinders, mill presses etc.
- Proficiency in installation and repair of equipment in OLED fabrication environment
- Working knowledge of mechanical design software such as CAD or SolidWorks

- Proficient skills in mechanical operation in a vacuum environment
- Overall electrical and mechanical aptitude
- Commitment to adhere to workplace safety requirements and procedures
- Understanding of OLED and device making preferred
- Problem solving/critical thinking skills
- Independent drive for results
- Resourceful
- Detail oriented and quality control focused
- Communication proficiency, both written and verbal
- Interpersonal skills and teamwork focused
- Adaptable through periods of change and growth
- Ability to multitask based on prioritization and time sensitivity
- Customer/Client focus – both internal and external
- Working knowledge in Microsoft Office (Word, Outlook, Excel, and PowerPoint)

**Physical Demands & Work Environment:**

This position operates within a production, research, and professional office environment. An individual working in this role routinely is required to stand, walk, use hands, reach with hands and arms, bend, and use various machines and tools. Required to wear and use proper PPE and cleanroom dress if applicable. Specific vision abilities are required for parts of the job to include close vision, color vision, peripheral vision, and ability to adjust focus. The position will also sit at a desk and use office equipment such as a computer, phone, photocopiers/scanners, and other peripherals. This position may require lifting in order to move equipment, tools, and/or materials and supplies up to 100 pounds.

The position will also sit at a desk and use office equipment such as a computer, phone, photocopiers/scanners, and other peripherals. This position generally works regular business hours but may be required to work overtime, evenings or weekends to assist with emergencies or adhere to project schedules. Most of the work for this role must be done on site. Travel is not required.

*OLEDWorks is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability status, protected veteran status, or any other characteristic protected by law.*