



<p>Company</p>	<p>Novair USA Corp is a diversified manufacturing company with its headquarters and production facility located in North Tonawanda, NY USA. We are a manufacturer of oxygen generating systems for industrial and medical applications [OGSI]; cage and rack washing equipment for life sciences research [SMC]</p> <p>Its 42,000 square foot building was the first factory in New York State to be given a “Green Building” Certification by the USGBC (United States Green Building Council) in 2007.</p>
<p>Core Vision</p>	<p>We are honest. We treat each other respectfully. We are open to change. We strive to continuously improve.</p>
<p>Mission Statement</p>	<p><i>Novair USA Corp is committed to profitably producing quality products. To attain 100% customer satisfaction we strive to continually improve our business systems.</i></p>
<p>Position Title</p>	<p>Production Assembler</p>
<p>City Based</p>	<p>North Tonawanda, NY</p>
<p>Job Summary</p>	<p>Produces components by studying assembly instructions, blueprint specifications, and parts lists, subassemblies, tools, and materials. Assembles fabricated parts at floor stations. Uses hand tools and power tools to assemble units according to product specifications.</p> <ul style="list-style-type: none"> • Assembles components by examining connections for correct fit; fastening parts and subassemblies. • Must be able to fab by print read and wire electrical panels. • Verifies specifications by measuring completed components. • Resolves assembly problems by altering dimensions to meet customer specifications notifying the supervisor to obtain additional resources from Engineering. • Maintains safe and clean working environment by complying with procedures, rules regulations • Conserves resources by using equipment and supplies as needed to accomplish job results • Documents actions by completing production and quality forms • Contributes to a team effort by accomplishing related results as needed. • Adheres to all aspects of ISO 9000 quality system • Assists with tracking job hours • Regularly participates in self-improvement activities • Performs all other duties as assigned by the operations manager, production supervisor, or senior management.
<p>Work Experience</p>	<p>Qualifications</p> <p>2 to 4 years in a manufacturing environment helpful but not required. ALL TRAINING PROVIDED BY THE COMPANY</p>
<p>Soft Skills</p>	<p>Ability to meet deadlines and multi-task. Ability to read with understanding for various purposes. Great Communication skills. Problem solver. Ability to work with</p>



	diverse group. Positive Attitude. Works well individually. Follows policies and procedures as outlined in handbook. Embrace new ideas. Embrace Training. Follow core values. Mutual trust and respect for all. Consistency of purpose and process. Ethical in everything we do. Customer focus through flexibility, responsiveness, teamwork, and commitment.
How success is measured	<p>Success will be measured by specific quantitative goals.</p> <ol style="list-style-type: none"> 1- Attendance 2- Work quantity, quality and productivity 3- Safety 4- Housekeeping 5- Team orientation & collaboration 6- Training 7- Ability to continuously improve 8- Adaptability
Work Environment	<p>Environment</p> <ul style="list-style-type: none"> • The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. <p>Physical Demands</p> <ul style="list-style-type: none"> • The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. • While performing the duties of this job, the employee is regularly required to sit, talk and hear. The employee is occasionally required to stand and walk. The employee must occasionally lift and/or move up to 40lbs. Specific vision abilities required by this job include close vision and ability to adjust focus. A low level of independent responsibility is involved in carrying out physical activities. Overall level of physical activity is light.
Equipment Used	Hand tools, power tools
Education	High school diploma or its equivalent.
Compensation	
Benefits / Medical	Health, Life, 401K, Vacation, Paid Holiday's, PTO, access to Dental, Vision, Disability

Please send your resume, cover letter, and any related materials to danielle.sack@novair-usa.com.