



Electromechanical Technician

Job Summary:

The Electromechanical Technician provides support related to manufacturing assembly, testing, and documentation. This individual reports to the Supervisor of Manufacturing Instrumentation.

Job Duties:

- Assembles electrical and mechanical sub-systems
- Calibrates and tests instrument using multimeter and Hipot testers. Perform functional instrument testing per the test procedure
- Participates in the installation, calibration, operational and performance qualification of the instrumentation systems
- Configures Windows OS, system software updates and software installations
- Troubleshoots high-level electrical and mechanical issues identifying root cause and corrective action
- Performs sub-assembly and Printed Circuit Board (PCB) tests according to company procedures
- Fabricates cables, wire assemblies, and tests for function
- Conducts all activities in compliance with Standard Operating Procedures and Manufacturing Batch Records outlined in MaxCyte's Quality Management System
- May participate in writing procedures for manufacturing and operations processes, contributing to manufacturing control processes and assisting with other design and/or development activities
- Complies with all applicable policies regarding health, safety, and environmental policies
- Other responsibilities as assigned

Job Requirements:

- 2-year technical degree or related experience in Mechanical, Electronics, Instrumentation, or other related discipline with at least 3-5 years of hands-on assembly and testing of instrumentation systems and/or laboratory equipment.
- Experience in installing, calibrating, and qualifying operational and performance of the Company's instrumentation systems
- Experience in configuring Windows OS, system software installations and updates, cloning SSD, BIOS configuration etc.
- Medical device or related industry experience preferred
- Soldering experience in accordance with IPC-610 or equivalent. IPC certification a plus.
- Experience with wire crimping and stripping
- Ability to read wiring diagrams and electronic schematics is a plus
- Experience in troubleshooting mechanical and electrical components
- Familiarity with manufacturing processes
- Working knowledge of QSR, GMP, and ISO requirements is a plus
- Team-oriented individual with strong verbal, written and interpersonal skills
- Has a "do what it takes" attitude to meet customer deadlines
- The ability to lift 45lbs.

MaxCyte, Inc. is an equal opportunity employer. To apply, please send your resume and cover letter to careers@maxcyte.com. Please reference **Electromechanical Technician** in the subject line.