



Omega Optical, Inc. Job Description

Job Title: ***Optician***
Program: ***Manufacturing***
Effective: ***05/07***

SUMMARY: Responsible for assuring the Company capabilities in Optical Surface fabrication meets or exceeds customer needs of thickness, parallelism and surface figure and quality. This person understands the Company position of leadership and excellence in meeting or exceeding demanding specifications unique to manufacturing thin film coated optical filters. Additional expectations include the skills and experience to produce and solve the problems associated with producing other flat surfaces used in optical assemblies.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Follows existing approved procedures to achieve high quality optical surfaces; including capabilities to achieve high levels of flatness, parallelism, surface quality and defect-free parts.
- Develops new procedures and trains others to achieve high levels of performance of optical surface working that meets the previously described characteristics.
- Maintains manufacturing equipment in excellent working order, and assures that the environment is supportive of excellent working conditions.
- Measures parts to determine that performance is certified to meet or exceed necessary optical requirements stated.
- Operates machines to produce all surface requirements of flatness, parallelism, thickness, smoothness, TWD and desired dimensions and finish.
- Follows Glass Order, and/or MCS.

KEY RELATIONSHIPS:

- Reports to the Optics Shop Supervisor and Engineering Staff.
- Establishes and maintains strong working relationships within the optic shop team, and all other manufacturing areas.

EXCELLENCE IN THIS POSITION:

Excellence in this position includes the following:

- Interest in the problem solving and improved optical finishing techniques.
- Excellent capability in operation of optical fabrication equipment and processes.
- Work experience and proficiency with similar processes.
- Experience in close tolerance measurement.
- Aptitude for understanding science and mechanics.
- Ability to calculate figures and amounts such as proportions, percentages, area, circumference and volume.
- Ability to apply concepts of basic algebra and geometry.
- Be flexible and a team player.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

High school diploma or general education degree (GED), or three to six months related experience and/or training in a manufacturing environment.

PHYSICAL DEMANDS:

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, walk, stand, talk and hear.

The employee may occasionally lift and/or move up to 20 pounds. Specific visionabilities required by this job include close vision and the ability to adjust focus

WORK ENVIRONMENT:

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.

The work is usually done in a manufacturing setting. The noise level is usually quiet to moderate. Some exposure to manufacturing environment with moderately high noise levels.

NOTE:

The above duties or working procedures describe the chief functions of the job. They are not considered a detailed description of every duty of the job. The job description is intended to be dynamic in nature, subject to addition or deletion as required by organizational changes and customer needs.

Accepted by Employee

Date

Approved by Supervisor

Date