



Omega Optical, Inc. Job Description

Job Title: *Thin Film Technician*
Program: *Manufacturing*
Effective: *10-2015*
Status: *Non-exempt*

SUMMARY: Understands and operates evaporator-coating chambers so as to produce thin-film optical coatings that meet or exceed design specifications. Under the general supervision and in close collaboration with the engineering staff, produces materials that achieve projected production schedules, and attains maximum efficiency through high product yield and minimum cycle times. Proactively communicates any material and/or equipment problems that may affect production schedules.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Inspects and cleans substrates, coating plates and/or cover plates for cleanliness, scratches and digs before applying coating. Completes rejection reports for materials which do not appear to meet MCS.
2. Work demonstrates an understanding of the basic concepts of the vacuum deposition process and thin film process and procedure.
3. Able to read, analyze and follow instructions on Manufacturing Control Sheet (MCS) and other work instructions. Follows design recap and produces materials that meet or exceed specifications reflected on MCS.
4. Performs initial spectroscopy measurements of product using spectrophotometer equipment to achieve maximum efficiency and accuracy. Completes rejection reports for materials, which do not appear to meet MCS.
5. Visually inspects finished coatings for adhesion and deteriorations. Consults designated engineering staff regarding yield issues and/or product failure.
6. Ensures that all work tasks are performed in accordance with standard operating procedures and written work instructions.
7. Ensures that work has been accurately recorded and/or scanned in the computer for data gathering.
8. Maintains sample components and work area in a clean and well-organized manner.
9. Performs daily equipment inspection and routine maintenance tasks. Able to recognize and maintain system performance and scheduling compatibilities.
10. Promptly alerts supervisor/ production manager and or maintenance when equipment problems, scheduling conflicts or corrective actions are required to maintain production schedule
11. Participates in cross training, continually developing and broadening skills, in order to be able to effectively contribute in production areas outside of processing when needed.
12. Completes other related work as assigned or required.

KEY RELATIONSHIPS:

- Reports to the Supervisor of department.
- Establishes and maintains strong working relationships within the team, the designated Manufacturing Engineer, In-Process Spectroscopists and all other manufacturing areas.

EXCELLENCE IN THIS POSITION:

Thin Film Technician



Excellence in this position includes the following:

- Basic understanding of the properties of light.
- Basic understanding of interference filters and spectral analyses and detectors.
- Writes clearly and informatively, able to read and interpret written information.
- Ability to collect and analyze data when requested to do so.
- Adhere to standard and pertinent work instructions.

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:

One year certificate from college or technical school; three to six months related experience and/or training; or equivalent combination of education and experience.

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 25 pounds. Specific vision abilities 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. The work is usually done in a manufacturing setting. The noise level is usually quiet to moderate.

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