



POSITION VACANCY

OPEN DATE: May 14, 2009
CLOSE DATE: OPEN UNTIL FILLED
FROM: Human Resources Department
Texas Mgt. Associates, Inc. (TMA)
SUBJ.: Employment Opportunity at TMA. – San Antonio Corporate Office
POSITION: **Electronic / Assembly Technician II**

ANNOUNCEMENT: TMA is currently seeking a qualified applicant to fill the following full-time position: **Electronic / Assembly Technician II**. This position will work within our Manufacturing and Engineering Services Division. Persons interested in this position will be hired as a Full-Time, Non-Exempt employee at a competitive hourly wage and benefits package.

Duty Hours will be Monday – Friday, 7:30am-4:30pm with one (1) hour for lunch. Positional duties may require evenings and weekends.

POSITIONAL REQUIREMENTS:

EDUCATION: Academic Diploma required. College / university program certificate preferred.
COMPUTER SKILLS/ PROGRAMMING KNOWLEDGE: At a minimum: J-STD-001, and IPC/WHMA-A-620 Certifications or sufficient knowledge to gain certification without significant training.
EXPERIENCE: Three (3) to ten (10) years related experience and/or training; or equivalent combination of education and experience.
LOCATION / DIVISION: Corporate Office / Manufacturing and Engineering Services Division
ADDRESS: 7001 Fairgrounds Parkway
San Antonio, Texas 78238

BASIC FUNCTION: Develops and tests electronic components and equipment under the direction of engineering, and manufacturing staff by performing the following duties. OTHER DUTIES AS REQUIRED AND ASSIGNED.

REPRESENTATIVE DUTIES:

- Reviews project instructions and blueprints to ascertain test specifications, procedures, objectives, test equipment, nature of technical problem, and possible solutions such as part redesign, substitution of material or parts, or rearrangement of parts or subassemblies.
- Drafts detail drawing or sketch for drafting room completion or to request parts fabrication by machine, sheet metal or wood shops.
- Devises, fabricates, and assembles new or modified electrical, mechanical, electrical/mechanical components or assemblies for products such as industrial equipment and machinery, power equipment, servosystems, machine tools, and measuring instruments.
- Sets up and conducts tests of complete units and components under operational conditions to investigate design proposals for improving equipment performance or other factors, or to obtain data for development, standardization, and quality control.
- Analyzes indicated and calculated test results in relation to design or rated specifications made test objectives, and modifies or adjusts equipment to meet specifications.
- Records test procedures and results, numerical and graphical data, and recommendations for changes in product or test method.
- Possession of a valid Texas Motor Vehicle Operator's License and Social Security Card.
- **IMPORTANT: This position may require a security clearance or background investigation. Applicant selected may be subject to a government security investigation.**

ABOUT TMA: Texas Mgt. Associates, Inc., (TMA) is a SBA-certified Small, Disadvantaged Business (SDB). Since 1990, TMA has provided a wide range of high quality technical, program management, engineering, manufacturing, and logistics services to the U.S. Government and private industry. TMA has emerged as a preeminent source for specialized products and professional services that cover the spectrum of disciplines relating to installation, acquisition management, engineering, systems design/development, and manufacturing.

Please forward your resume via mail to: Texas Mgt Associates, Inc.
Human Resources Department
RE: Electronic / Assembly Technician II
7001 Fairgrounds Parkway
San Antonio, TX 78238
NO PHONE CALLS PLEASE

OR email to: dbeckwith@t-m-a.com or fax to 210.673.3622.