

NOTE Basildon Job Description

Production

Job title	SMT Operator
Department	Production
Job level	Operations
Line manager	SMT Manager
Direct reports	None

About the company

NOTE Basildon is a leading **Contract Electronics Manufacturing company** servicing all sectors of the Electronics market. We are locally based in Basildon SS14 3BN, and part of the larger NOTE group.

With over 40 years' experience, **NOTE UK** has built a strong reputation for the on-time delivery of printed circuit boards, PCBAs, box builds, and final assemblies. Operating from our sites in Basildon, Windsor, Haddenham, and Wolverhampton, we are a trusted end-to-end **Contract Electronics Manufacturer**, dedicated to turning product ideas into reality. We pride ourselves on offering flexible, professional solutions while maintaining the friendly, 'can-do' attitude. www.note-ems.co.uk.

Job role and scope

As an operator, you are responsible for the set-up and operation of SMT machines to produce electronic components used in the various products we make for our customers. You work with SMT equipment, which includes pick-and-place machines, screen printers, reflow ovens and automatic optical inspection (AOI) machines.

Main responsibilities

1. Set-up and operate machines according to work order specifications
2. Monitor SMT machines during production and make necessary adjustments to maintain quality and efficiency
3. Follow the SMT process flow
4. Perform routine maintenance on SMT machines to ensure optimal performance
5. Test SMT components using AOI machines for defects and quality assurance
6. Inspect products for quality and accuracy
7. Ensure compliance with safety regulations (including ESD requirements) and maintain a clean work environment
8. Give guidance and support to new SMT operators
9. Be flexible to perform other tasks and duties as required, including continuous improvements.

Skills, knowledge & experience

- ✓ Previous experience working within a manufacturing environment and SMT machines
- ✓ Understanding of electronic components and troubleshooting techniques
- ✓ Strong attention to detail, able to identify mistakes and check own work
- ✓ Ability to work well in a team environment and communicate effectively with colleagues and managers
- ✓ Capable of working independently and using self-initiative
- ✓ Basic computer skills and knowledge of Microsoft Office and other IT systems
- ✓ Committed to self-development and vocational training in manufacturing
- ✓ Physically fit and able to move, twist, lift and carry.

NOTE Basildon Job Description Production

Company values

At NOTE, we believe our people are the key to our success. Each achievement and successful customer partnership is made possible by the dedication, expertise, and passion of our team. Our values lie at the heart of how we work and grow:



These principles ensure we deliver the right quality, at the right time, and at the right price, while building long-lasting partnerships.

Remuneration package

Salary	£13.64 per hour (£26,243.36 per annum) (Dependent on skills & experience)
Working hours	Full time is 37 hours per week Mon to Thurs 07:30 to 16:00 and Fri 07:30 to 12:30
Holiday	25 days plus Bank Holidays (includes Christmas shutdown) Plus, up to 5 days for long service milestones (up to 30 days max)
Pension scheme	Auto-enrolment with NOW pensions 5% + 3% company contributions
Excellent working environment	Free parking, spacious offices & employee facilities Complimentary fruit, hot and cold drinks, and breakfast provisions Commitment to wellbeing and regular staff socials.

How to apply

If this sounds like you and you are keen for a new manufacturing opportunity, please send your CV and a letter of application / cover email explaining your suitability for this role to: Sarah Gardener at:

careers.basildon@note-ems.co.uk.