

Position Title: Electro-Mechanical Technician – Medical Devices

Date: 01/10/19

COMPANY OVERVIEW:

Catapult Product Development provides full service medical device product development from concept through commercialization. We are a small group of hands-on engineers who work with our customers on complex design ideas turning those concepts into viable devices. We focus exclusively on medical devices and combine a passion for engineering with solid expertise to offer practical solutions in a wide range of clinical subspecialties including surgical tools, in-vitro diagnostics equipment, drug delivery devices, single use disposables, and home-use medical devices.

GENERAL SUMMARY:

This individual will participate in technical portions of the product development process (from concept to transfer to manufacture) for medical devices as part of a tight-knit, highly collaborative team in a fast-paced environment.

ESSENTIAL JOB FUNCTIONS*:

- Works as a critical member of a design team(s) to provide prototype assembly and debug support, manufacturing support, and design support
- Participates in hands-on assembly, testing and inspection to ensure product meets specifications
- Operates software, electronic, and mechanical tools to test and develop prototype products
- Mechanical design and construction of fixturing, device mockups, physical models
- Creates mechanical and assembly drawings for use in a low volume, prototype manufacturing environment
- Fabricates test fixtures, assembly fixtures and components as required for prototype and low volume product assembly
- Maintains appropriate documentation for development in a design control environment, including creating and following work instructions, lot history records, verification testing records and inspection records
- Coordinates activities with outside suppliers and consultants to ensure the delivery of supplies or services needed to meet scheduled timelines
- Help maintain a team-oriented culture where collaboration and group achievement are valued

OTHER DUTIES AND RESPONSIBILITIES

Any other duties as assigned.

PREPARATION, KNOWLEDGE, SKILLS & ABILITIES:

- Associate's degree or Bachelor's degree in Engineering or Engineering Technology
- Minimum of 5 years of experience in product development or low volume, highly precise manufacturing
- Experience with complex electro-mechanical assembly, fluidic assembly, miniature mechanical assembly and/or optical assembly
- Expertise in the use of hand tools, machine tools, soldering, and other methods for prototype and product assembly
- Ability to properly document design, manufacturing and verification activities in an FDA regulated environment
- Knowledge of mechanical dimensioning and tolerancing, and detailed design in a regulated environment desirable
- Experience in medical device development highly desirable
- 3D CAD proficiency desired, preferably SolidWorks
- Flexibility, persistence, resourcefulness, and a drive to succeed
- Ability to interact with clients in a professional manner

REQUIRED COMPETENCIES

Customer Focus

Provide professional, reliable and prompt service to internal and external customers. Work in partnership with others to meet and exceed customer expectations. Interpret customers' needs and take appropriate action. Follow through on customers' inquiries in a professional and timely manner.

SUPERVISORY RESPONSIBILITY:

None

WORKING CONDITIONS/PHYSICAL DEMANDS:

Must be able to move throughout office and laboratory space, using a complete variety of office equipment and laboratory machinery and tools. Must be able to lift more than 50 pounds and stand for extended periods of time. Must tolerate exposure to chemicals found in the Catapult laboratory environment.

The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required.

***External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.**