

# Technical Assembly

Department: Technical Integration

Status: Full Time

Reports To: Technical Integration Coordinator

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## JOB SUMMARY

The Technical Assembly position is a multi-functional role supporting PCI production. The main goals of this position are to assemble and create functional technical systems for use by church volunteers. To be effective, this person must bring their unique skill sets to the role expanding our capabilities and knowledge base. This person must always be working to be more efficient in their work processes with minimal supervision, be self-motivated, and enjoy working with others.

## RESPONSIBILITIES

- Rack, wire and test AVL systems
- Perform Technical and Design Reviews
- Fabrication of cables and patch cords
- Helping shipping manager with organization of technical equipment for clients
- Support all PCI departments with AVL needs
- Work with Design Consultant, Director of Consulting, and Project Manager to perform post-sale
- Design adjustments
- Assist with the manufacturing process when available
- Assist with special projects according to specific skill sets
- System deliveries as needed
- Perform other duties as assigned by the Technical Integration Manager

## QUALIFICATIONS

- Basic computer skills required for document editing and communication.
- 1-3 years experience in Audio-Visual operation, and/or engineering preferred.
- Basic experience with power tools and hand tools.
- Willingness to work flexible (some overtime) hours when needed.
- Ability to complete tasks accurately at a fast paced level in an evolving and growing work environment.
- Excellent communication skills (verbal and written) are required.
- Experience with Portable Church Industries is a plus.

## PHYSICAL REQUIREMENTS

- Racking and wiring systems
- Lifting heavy objects up to 40lbs
- Some travel