

Title	Junior Electronics Engineer
Job Opportunity Code	GR-TRE01-20b
Department	Electronics
Reporting to	Department Manager
Main Location	Elefsina, Greece
Form of Employment	Permanent
Final Submission Date	07.10.2020, 17:00 GMT+2

## Part 01 / Job Description and Purpose

The position was mainly created to support the R&D Division of ASSO Group. The candidate will assist in the implementation and testing of electronic devices and systems, for the Group's novel equipment. Installation, troubleshooting and repairing of mechanical & electronic assemblies and systems are part of the day to day tasks. Qualified candidates will be keen to develop troubleshooting and problem-solving skills while travelling both domestically and abroad is mandatory for the needs of business.

### Important Note

As part of your role, you will be handling sensitive information in terms of Group's private information. Please be aware that you will be subject to system monitoring, and supervisory evaluation to ensure continuous adherence to security clearance processes and procedures. All company systems users are subject to a zero-tolerance policy for security violations.

## Part 02 / Major Responsibilities

- Installations/ assemblies and systems
  - Assists in assembling and installing, testing, and maintaining electronic wiring, equipment, components, and systems, using hand tools and power tools;
  - Ensures that installation and operation conform to standards and requirements according to electronic systems specifications and technical drawings;
  - Learns to confirm system's and components' capabilities by using applicable testing methods;
  - Assists in keeping equipment operational by following instructions and established procedures;
  - Exercises initiative in completing recurring assignments independently and judgment in determining which of many methods are applicable;
  - Knowledge and ability to work hands-on in order to trouble-shoot and maintain current and future test and support equipment;
- General
  - Works with a variety of technicians;
  - Assists senior and lead engineers as required;
  - Contributes to team effort by accomplishing related results as needed;
  - Provides input into improvement ideas;
- Other
  - Regularly traveling to employer sites (domestically and globally) as required to implement projects/repairs;

## Part 03 / Position Requirements

### 03.1. Education & Training

*(The extent or level of knowledge or training obtained by formal education or outside study that is necessary to achieve normal job performance and proficiency. Such knowledge is to be considered the minimum education required for performing the position responsibilities.)*

- Advance training in Electronics theory such as one would receive at a university, technical trade schools etc.;
- Must have an electrical or electronics background;
- Experience with Electronics & Electrical system applications and implementation will be an asset;
- Experience in using soldering equipment is to be considered as extra skill;
- Clear and effective oral and written communication skills in English language;
- Additional working knowledge of foreign languages (e.g. Italian) are to be considered as extra skills;
- In the event of male candidate, completed military service;

### 03.2. Experience

*(The minimum experience required to perform the job. This experience can be gained in previous employment in a similar job and/or on the job with the current employer. Experience in this factor is measured in time periods e.g. 3-6 months, 3-5 years, 10-15 years etc.)*

- Up to 2 years' experience in electronics engineering;

### 03.3. Skills & Personal Qualities

*(The minimum set of skills and personal qualities required to perform the job. Skills required are presenting the expertise or talent to do a job or task. Personal qualities describe the life skills need to be used to communicate and interact with other people, both individually and in groups. Both indicate the candidate's qualifications as they relate to the job and how they fit in the company culture.)*

- Problem solving skills and ability to troubleshoot in a logical manner;
- Ability to exercise judgment within procedures and practices to determine appropriate action;
- Strong interpersonal and analytical skills operating with high level of responsibility and independency;
- Ability to quickly assimilate new information;
- Ability and willingness to learn new skills;
- Ability to perform multiple tasks and respond to emergency situations effectively;
- Flexibility in work habits and work schedule;
- Maintain good working relationships with other employees;