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**Position:** Light Assembler  
**Company Name:** Temspec Inc.  
**Industry:** Commercial and Institutional HVAC  
**Employment Status:** Full Time /temporary or permanent/  
**Location:** Toronto Area – Mississauga  
**Experience:** 1 year of experience required

#### **Company Overview:**

Temspec is an original equipment manufacturer (OEM) of heating and cooling equipment for the North American school and condo/resort markets. Temspec manufactures products with a high degree of customization and this growing company is in need of a **Light Assembler**.

Reporting to the Supervisor, the Light Assembler must demonstrate a high level of competence to create subassemblies for HVAC units. The successful candidate will work independently and as part of a team to assemble various HVAC products according to client specifications.

#### **Primary Roles & Responsibilities:**

- Read drawings and work orders in order to determine job instructions
- Assembles brackets and components
- Adheres, bends, cuts, and mounts various components and sheet metal to create subassemblies in a timely manner
- Provides feedback for improvements on future builds
- Completes documentation on quality assurance
- Maintains cleanliness of work area, maintains and upgrades tools when necessary
- Perform other duties as assigned

#### **Qualifications:**

- Previous experience working in a manufacturing environment
- Experience reading drawings/schematics and assembling according to specifications
- Previous experience using hand and pneumatic tools
- Ability to understand and follow SOPs and manufacturing processes
- Good written and verbal communication skills
- Highly organized and methodical in order to establish priorities and meet deadlines
- Ability to recognize and resolve problems
- Demonstrates professional, positive, and service-oriented behaviour
- Good interpersonal skills, with the ability to work in a fast paced environment with a high sense of urgency
- Ability to work independently and as part of a cross-functional team and deal with interact with a variety of personalities
- Must be able to lift up to 50 lb.