

Position Title: Position Type: Location: Reporting To: Salary Range: options Production Technician Full-Time, Non-exempt 3257 17<sup>th</sup> Ave W, Seattle, WA Production Manager \$50,000 - \$70,000, with additional bonus, benefits and stock

## **Position Description & Expectations**

This individual will play a crucial role in manufacturing and assembling the product that we sell. They will be responsible for carrying out and improving upon established production processes to help us consistently produce a high-quality product. This person will be self-motivated, meticulously detail-oriented, and have exceptional organizational skills to ensure the success of the production team. This is a highly physical role that is generally 4-days per week & 10-hours per day, requires lifting up to 40 pounds and standing most of the day.

## Responsibilities

- Set up, operate, breakdown and clean production equipment to ensure safe operation and consistent daily product quality.
- Handle, dispense and manage inventory of bulk materials and liquid chemicals in preparation for manufacturing runs and product assembly. Use of solvents to clean equipment as needed.
- Prepare and monitor detailed and time-dependent recipes of chemical reactions needed to make membranes.
- Perform routine equipment maintenance to ensure minimal-to-no equipment downtime.
- Process membrane sheets and assemble membranes into a commercial product with a high level of attention to detail.
- Package products for shipment to customers.
- Update and manage inventory of work-in-progress and final product.
- Document production information via daily system logs to ensure robust records for process development and optimization.
- Maintain a safe, clean, and organized production environment.
- Up to 15% of time may be devoted to special projects and assignments needed to bridge gaps that arise from being part of a vibrant start-up environment.

## **Required Qualifications & Skills**

- Bachelor's degree in chemistry, engineering, or other technical or science field preferred. Will consider an Associate degree in a technical or science-focused program, or a high school diploma or equivalent with 2+ years of experience in a laboratory or manufacturing setting.
- Aptitude for understanding and working with machines, instruments, and tools.
- Strong attention to detail and accuracy, with the ability to identify small and seemingly unimportant differences.



- Capability to work independently and manage multiple priorities in a fast-paced environment.
- Commitment to a safety-first approach to all aspects of work.
- Effective communication and interpersonal skills to collaborate with cross-functional teams.
- Strong organizational skills and detail oriented when maintaining daily documentation and records.
- Experience with hardware and equipment assembly, testing and maintenance. General familiarity with hand tools.

## **Core Values**

To be successful at Membrion, you will need to embody our core values. The expectation is that you will live into these values while at work and while representing the company in public, including professional social media such as LinkedIn. Our core values are:

<u>See What Isn't Obvious</u> – This means looking deeply at what's already in front of us to find patterns, anomalies, and new opportunities. We cultivate an interest in the mundane such that curiosity leads us to knowledge. We are emotionally and cognitively invested in exploration and learning. We love to challenge the status quo and are comfortable with complexity, contradiction and paradoxes.

<u>Relentlessly Flow Like a River</u> – This means being single-mindedly determined to achieve our goal using the path of least resistance. We change plans flexibly, adaptably and rapidly in the face of unexpected roadblocks because we know, prepare for, and embrace the fact that the plan will need to change sooner than we think. Like a river, this allows us to overcome seemingly impossible obstacles through agility and persistence of effort.

<u>Obnoxiously Reliable</u> – This means delivering consistency in our behaviors and actions. Our word is as good as gold – we do what we say and do what's needed to keep our word. We plan for things to go wrong, and craft back-up plans for our back-up plan. We commit to deeply understanding what's needed to be successful by continuing to ask questions.

<u>All in This Together</u> – This means that success and failure is more about alignment than accomplishment. We value and nurture partnership and collaboration across all of our professional interactions. We support each other in the hard times and celebrate with each other in the good times. We live by the platinum rule at every level of community we exist within.