SUMMARY OF POSITION

The Technical Service Technician will be responsible for preparing adhesive samples in the lab (drawdowns) and operating pilot equipment during the development of tape products. The Technician will also perform a wide variety of testing activities to support the development and evaluation of pressure sensitive adhesive tape products. This position also includes lab organization, test equipment preparation, and chemical labeling and storage duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Understand and follow all safety and equipment operating procedures
- Follow the handling, storage, and disposal of materials in accordance with environmental regulations
- Execute Technical Service and Product Development project work as assigned by Technical Service management
- Ability to execute experiments as directed by Product Development scientists & engineers
- Maintain clean, orderly working conditions in laboratory areas
- Maintain records of laboratory test results and experimental observations
- Conduct testing using test equipment and document data
- Ensure the preventative maintenance programs for testing and process equipment are followed
- Provide testing and pilot process support for Product Development scientists and engineers by operating pilot equipment and testing support during lab pilot trials and production trials
- Assist Product Development scientists & engineers by supervising test runs
- Conduct minor equipment maintenance and troubleshooting activities
QUALIFICATIONS

To perform this job successfully, an individual must be able to satisfactorily perform each essential
duty and responsibility listed above. The job requirements and physical demands listed below are
representative of the required knowledge, skill, and/or ability to perform the job. Reasonable
accommodations may be made to enable individuals with disabilities to perform the essential duties
and responsibilities.

JOB REQUIREMENTS

- High School diploma
- Knowledge and experience with the coating process and equipment preferred
- Good verbal and written communication skills
- Knowledge of computer skills in Microsoft Office and SAP, to perform data entry processes
  and documenting work results
- Good mechanical skills, ability to work with equipment and trouble shoot equipment
  problems
- Ability to work effectively with co-workers and superiors, ability to work closely with others,
  a team player, positive attitude, and self-motivated
- Good math skills including use of basic algebraic formulas.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to
successfully perform the essential functions of this job.

- Sitting/standing for extended periods of time
- Typing
- Cutting samples
- Some lifting, up to 60 pounds
- Manual dexterity for completion of technical tasks

WORK ENVIRONMENT

The following is a brief description of the physical requirements of the job and the work environment
in which the job is performed.

- Lab environment working in a hood with solvent based materials.
- Coating manufacturing environment which includes chemicals, high pressure nips, and heated
  ovens.
- Operation of Process Lab equipment at conditions from 50°F to 100°F.
- Safely work with equipment, cutting tools, chemicals, solvents, and coatings.