



Test Technician

Position Description

Department: Service	Reports To: Service Team Lead
FLSA Status: Hourly	Position Status: Full Time
Position Location: Indianapolis	Updated: 11-Nov-24

Employee Receipt

I have received and read this position description and can perform the essential functions of the job as well as the physical and work environment demands and agree to perform accordingly.	
Employee Signature:	Date:
Print Name:	

Summary of Position Functions

The Test Technician will test VNAs produced by Copper Mountain Technologies. Our USB VNAs are next-generation analyzers designed to meet the needs of 21st Century engineers. Our VNAs include an RF measurement module and a processing module, a software application which runs on a PC, laptop or tablet, connecting to the measurement hardware via USB interface. CMT was awarded innovation and product leadership awards by Frost & Sullivan in 2015, 2017 and 2020.

The Test Technician will work closely with Production, Metrology, Repair, Application Engineering, and Operations to ensure delivery of quality solutions to customers.

Essential Position Functions

- Tests and calibrates Vector Network Analyzers and supporting accessories
- Manages workflows in the ERP system Odoo
- Ensures maintenance of all equipment in the Laboratory
- Converts VNA models as required by the order
- Performs basic module-level repairs of Vector Network Analyzers when needed
- Serves as a backup technician in the Calibration Laboratory



- Achieves customer satisfaction and timely turn-around on all equipment and service
- Completes all documentation supporting customer documentation requirements, reporting, ISO and other quality systems
- Other duties as assigned

Note: The statements contained herein describe the essential functions of this position but should not be considered to be an all-inclusive listing of work requirements. Individuals may perform other duties as assigned including work in other areas to cover absences or relief to equalize peak work periods or otherwise balance the workload.

Knowledge, Skills, and Abilities

- Skills using test equipment including Oscilloscopes, Multimeters, Signal Generators, Vector Network Analyzers, Spectrum Analyzers, Power Meters, DC power supplies
- Ability to follow established procedures and modify/develop new ones
- Basic working knowledge of RF
- Ability to communicate technical material clearly, both verbally and in writing to colleagues and customers
- Ability to work closely with other people to solve challenging problems

Certifications, Licenses, Registrations

Valid driver's license.