



CUYAHOGA VALLEY  
CAREER CENTER

## Cuyahoga Valley Career Center

Job Posting #5074

Job Posting Date: 9/14/2023

**Employer Information:**

United Testing Systems  
**Contact:** Nicole Augustyn  
2245 N. Cleveland-Massillon Road  
Bath, Ohio 44210  
**Phone:** 330-654-6422 **Ext:**  
**E-mail:** utsnicolemarie@gmail.com

**Main Business:**

Calibrations and Repairs On Equipment and Machines

Job Title: Metrologist-Technician

Full/Part-time: Part-Time, Full-Time, Seasonal

Job Hours: Open

Job Duties: Calibrations

Compensation: Open

**Special Notes / Additional Information:**

**Minimum Age  
Requirement?**

16

**How to Contact:** Email resume, In Person, Mail Resume, By Phone

**Seeking:** High School Student, CVCC Alumni, Adult /Job Seeker

PLEASE APPLY DIRECTLY THROUGH EMPLOYER FOR THIS POSITION



**United Testing Systems, Inc.**

<b>Job Title:</b>	Technician-Metrologist	<b>Travel Required:</b>	Possibly
<b>Location:</b>	Bath, Ohio	<b>Position Type:</b>	Part time, intern, and Full time position
<b>HR Contact:</b>	Nicole Augustyn	<b>Date Posted:</b>	3-1-23
<b>Will Train Applicant(s):</b>	Paid Training in Office Location	<b>Posting Expires:</b>	Open
<b>Applications Accepted By:</b>	EMAIL OR MAIL	<b>Date Posted:</b>	3-1-23
<b>Phone Number:</b>	330-659-6422		

<p><b>FAX OR EMAIL:</b>                  utsnicolemarie@gmail.com                  Subject Line: Resume/Cover Letter</p>	<p><b>MAIL:</b>                  Nicole Augustyn                  United Testing Systems, Inc.                  P.O. Box 75                  Bath, Ohio 44210</p>
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**Job Description**

<p><b>ROLE AND RESPONSIBILITIES</b></p> <ul style="list-style-type: none"> <li>• Perform hands-on calibration in-house and on-site on various measurement and test equipment. (Travel required)</li> <li>• Diagnose and repair various measurement and test equipment.</li> <li>• Determine whether various measurement and test equipment meet tolerance specifications.</li> <li>• Identify out-of-tolerance conditions and adjust measurement and test equipment to meet tolerance specifications.</li> <li>• Follow and calibrate to all company policies and procedures.</li> <li>• Produce calibration data forms accurately and efficiently.</li> <li>• Perform urgently/priority calibrations and repairs in a timely manner.</li> <li>• Clean, adjust, calibrate, and repair measurement and test equipment.</li> <li>• Calibrate measurement and test equipment using internally generated calibration procedures, manufacturer's procedures, and customer provided requirements.</li> <li>• Work to enhance productivity and quality improvements.</li> <li>• Perform tasks associated with calibration such as ordering parts and issuing purchase orders.</li> </ul>
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- Participate in internal and external audits and employee performance reviews.
- Provide service for customers in-house and on-site in a professional manner.
- Ensure all orders and related paperwork are prepared in a timely and efficient manner.
- Perform other laboratory support functions as required in a timely and efficient manner.

**QUALIFICATIONS AND EDUCATION REQUIREMENTS**

- High School Diploma or Equivalent (required)
- Proven Record of Being On-Time and Dependable
- Working Knowledge and Understanding of Measurement and Test Equipment
- Working Knowledge and Understanding of Mathematics and Science.
- Proficient with Microsoft Windows and Microsoft Office
- Strong Analytical, Critical Thinking, and Problem-Solving Skills
- Strong Written and Verbal Communication Skills
- Very Attentive to Details
- Ability to Multi-Task and Work Efficiently in a Fast-Paced Environment
- Ability to Work Independently and as a Team
- Desire for Learning
- Have a Valid Driver’s License and Reliable Transportation (required)

**PREFERRED SKILLS**

Experience Troubleshooting Measurement and Test Equipment  
 Experience with ISO/IEC 17025, ANSI/NCSL Z540-1, and/or ANSI/NCSL Z540.3 Standards  
 1 to 2+ Years of College and/or Technical Programs  
 Ability to work with up to 460 Volts.

Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	