



**M.G.M. Electric Motors North America Inc.**

3600 F.X. Tessier, Suite 140

Vaudreuil-Dorion, J7V 5V5, QC, Canada.

(514)-355-4343

Contact Person: Florent Laroche

[f.laroche@mgmelectricmotors.com](mailto:f.laroche@mgmelectricmotors.com)

## Electric Motors and Gearbox Assembler

Job Title: Electric Motors and Gearbox Assembler  
Company: M.G.M. Electric Motors North America Inc.  
Reports to: Assembly Manager

### Summary:

M.G.M., the world leader of brake motors is seeking to fill the position of Electric Motors and Gearbox Assembler (EMGA) to assist the Assembly Manager in the production of electric motors and the modification of motors, gearbox and subassemblies. As part of a growing and dynamic team, the EMGA will have the opportunity to pro-actively and quickly learn, being assigned with different tasks.

### Job Responsibilities:

Manufacture electric motors by assembling parts and subassemblies.

Modify motors, gearboxes and subassemblies.

Assist the Assembly Line manager.

### Additional responsibility:

- Prepare work to be performed by studying modification and assembly instructions, manufacturing order and parts list.
- Gather parts, tools and materials required for the assembly/modification.
- Follow assembly/modification instructions and testing instructions. Position parts and assemble components by examining connections for correct fit.
- Report non-conformities and problems to the Assembly Manager.
- Assist the Assembly Manager with the troubleshooting of assembly and modification problems.
- Keep equipment operational by completing preventive maintenance requirements and following manufacturer's instructions. Troubleshoot malfunction and repair if possible.
- Maintain a safe and clean working environment.
- Maintain inventory by checking stock components to determine inventory level, and anticipate needed parts. Verify receiving of stock and record stock adjustment.
- Paint motors and gearboxes when needed.
- Know and understand MGM Electric Motors Quality Policy and comply with all requirements of the Quality Management Systems manual, procedures and instructions.
- Must understand and comply with all safety rules and company policies of MGM Electric Motors.
- Perform various other duties and activities as assigned by the assembly manager within the physical constraints of the job.

### Requirements:

Excellent manual dexterity, very comfortable with the use of hand tool as, but not only: Hammer, drill, key wrench, torque wrench, screw driver, pliers...

Experiences with industrial tools as, but not only: vertical drill, industrial press and hoist.

Experiences with measuring tools as, but not only: Caliper, thickness gauge, multimeter.

Demonstrated aptitude for problem-solving and ability to determine solutions. Must be able to work both independently and within a team environment with excellent communication skills.

The following experiences/knowledges will be a plus:

- Previous experiences on an assembly line
- Lifting license (Walkie stalker)
- Knowledge/experiences of electric motor and brake parameters.
- Knowledge/experiences in gearbox.
- Knowledge in electricity: Voltage, current, resistance reading, insulation test.

Basic knowledge of Office Suite applications and Windows.

### **Working Conditions:**

Working conditions are normal for an industrial assembly and distribution environment. Work involves frequent lifting of materials and product up to 50 pounds. Operation requires the use of safety equipment to include but not limited to: eye safety glasses, hearing protectors and work boots.

40 hour per week.

8:30 a.m. to 5 p.m.

Permanent

### **Languages:**

French or English

Italian (a plus)