

ASSEMBLY & FUNCTION TECHNICIAN

Job Description:

Whalley Computer Associates, Inc is seeking an Assembly & Function Technician. The Assembly & Function Technician is responsible for assembling, testing, packaging, and preparing technology equipment for customer deployment. This role supports production operations by ensuring products are built accurately, tested thoroughly, and delivered on schedule while maintaining high standards of quality, safety, and efficiency. The ideal candidate enjoys working in a fast-paced production environment, follows detailed work instructions, demonstrates strong attention to detail, and takes pride in producing high-quality work.

Responsibilities:

- Follow documented configuration processes to ensure accuracy and consistency
- Work efficiently to meet production schedules and performance targets
- Unpack and process new technology equipment, including PCs, laptops, servers, point-of-sale (POS) systems, and related devices
- Install hardware components such as network cards, QLogic cards, memory, storage devices, and other system upgrades according to documented work instructions
- Assemble, rack, and wire equipment on designated testing racks
- Configure devices and adjust user settings as required.

Qualifications:

- Excellent written and verbal communication skills
- Team players with positive attitude
- Strong attention to detail with a commitment to quality and accuracy.
- Ability to multitask and work effectively in a fast-paced production environment.
- Basic computer proficiency
- Must be able to pass a background check (signed release needed)
- Must be eligible to work in the US without sponsorship

Salary & Benefits

WCA offers competitive pay rates based on experience and ability. Full time positions include health insurance, dental insurance, paid vacation and personal time, holiday pay, 401K with company match, and long-term disability.

Location: Southwick, MA (WCA Headquarters)

Hours: Monday- Friday, 7:30am-4:00pm

How To Apply: Email cover letter and resume in PDF format to careers@wca.com

Rate: \$18/hr

Posting: 08/25/2026

ASSEMBLY & FUNCTION TECHNICIAN (CONT.)

About Whalley Computer Associates (WCA)

Founded in 1979, Whalley Computer Associates, delivers tailored technology and IT solutions designed to meet the specific needs of our customers. We are a New England based company serving the region and beyond through our reseller and original equipment manufacturing capabilities. We bridge the gap in connecting customers with industry leaders in the technology space. From custom solutions and a wide range of service offerings, our goal is to simplify the procurement and adoption of advanced technologies while remaining deeply committed to our customers' long-term success.

Equal Opportunity:

WCA is an Equal Opportunity Employer and Prohibits Discrimination and Harassment of Any Kind: WCA is committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions at WCA are based on business needs, job requirements and individual qualifications, without regard to race, color, religion or belief, national, social or ethnic origin, sex (including pregnancy), age, physical, mental or sensory disability, HIV Status, sexual orientation, gender identity and/or expression, marital, civil union or domestic partnership status, past or present military service, family medical history or genetic information, family or parental status, or any other status protected by the laws or regulations in the locations where we operate. WCA will not tolerate discrimination or harassment based on any of these characteristics.