

Job Title: Fabrication Technician - Carmi 1309  
Report To: Fab/Steel Supervisor - Carmi 1309  
Department: Production  
Summary: To use the fabrication equipment to prepare materials

**Essential Duties and Responsibilities:**

1. To correctly use the brake, shear, iron worker, band saws, grinders, drills and plasma cutter to prepare materials for welding based on work tickets, assembly instructions and blueprint reading.
2. To recommend corrections for any errors found on picking sheets and drawings.
3. To report any quality issues as they occur to their supervisor or to the quality manager.
4. To maintain a marked place on the assembly instructions to indicate their current place in the material preparation process and to correctly complete all paperwork in a timely manner.

**Other Responsibilities:**

1. To clean their workstation on a daily basis.
2. To care for and clean for their assigned equipment.
3. Other duties such as inventory, unloading material from the truck, etc.
4. Any other duties required by management or supervision.

**Supervisory Responsibilities:** This job has no supervisory responsibilities.

**Measurement of competency:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Additionally, at the end of the 90 day evaluation period, the employee has to have satisfactorily demonstrated fabrication skills using a combination of three different tools including the brake, shear, iron worker, band saws, grinders, drills and plasma cutter on three different jobs within the time stated on the picking sheet.

**Qualifications:** The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or experience:** High School diploma or general education degree (GED); or, six months related experience and/or training; or equivalent combination of education and experience.

**Language skills:** This job requires the ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. This job requires the ability to write routine reports and correspondence.

**Mathematical Skills:** This job requires the ability to add, subtract, multiply, and divide using whole numbers, common fractions, and decimals.

**Reasoning ability:** This job requires the ability to apply common sense understanding to carry out instructions in written, oral, pictorial, or diagram form.

**Computer skills:** None

Certificates, licenses, registrations: A valid driver's license and insurability are strongly preferred.

Other skills and abilities: N/A

Other qualifications: N/A

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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee is regularly required to talk, see, and hear. The employee is regularly required to stand and/or walk on concrete. The employee is occasionally required to lift and/or move up to 50 pounds. The employee is occasionally required to stoop and/or squat repeatedly or bend over and reach into a box repeated throughout the workday. The employee is occasionally required to balance and/or climb. The employee is occasionally required to use hands to finger, handle, or feel and reach with arm and hands. The employee is required to drive a fork lift, scissor lift, other cleaning equipment, bucket truck, and motor vehicles.

Work environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is exposed to moving mechanical parts. The employee is occasionally exposed to vibration. The noise level is moderate. While performing the duties of this job, the employee is occasionally exposed fumes or airborne particles.

Authorities for decision making:	N/A
Candidate Requirements / Attributes:	N/A
Dimension of the Position:	N/A
Problem Solving Characteristics:	N/A
Demands for Influencing:	N/A
Summary:	N/A

Revised Date: 10/24/2018

Approved by: Gibbs, Greg