

Fabricator
Hourly/non-exempt

Reports to the Production Manager

PURPOSE OF THE POSITION

A custom fabricator designs, cuts, forms and assembles.

RESPONSIBILITIES

Responsible for assembling finished products using tools, machines, and their own hands.
Fabricates various types of products.

Knowledge:

The incumbent must have proficient knowledge in the following areas:

- Working knowledge in reading patterns and blue prints.
- Working knowledge in assembly.
- Working knowledge in reading patterns.

Ability:

The incumbent must have proficient abilities in the following areas:

- Ability to maintain a high level of accuracy.
- Ability to maintain confidentiality.
- Ability to work as part of a high functioning professional team.

Skills:

The incumbent must demonstrate the following skills:

- A custom fabricator needs to have excellent mechanical, coordination, and math skills.
- Computer skills.
- The ability to analyze blueprints and conceptualize the completed project is essential.
- Time management skills.

Job Duties:

Duties include but are not limited to:

- Study and interpret assembly instructions.
- Listen to and follow directions from supervisors.
- Fabricate and assemble.
- Determine if all parts are present.
- Read and interpret blueprints and sketches.
- Read parts list.
- Assemble tools and materials.
- Position parts and subassemblies.
- Interpret measurements.
- Verify specifications.
- Assemble components.
- Ensure all parts are fitted and screwed in properly.
- Alter dimensions to fit specifications.
- Resolve assembly and production issues.
- Complete preventive maintenance.
- Troubleshoot malfunctions and perform repairs as needed.

- Ensure working environment is clean and safe.
- Report errors in product line.
- Check stock to ensure inventory is replenished.
- Complete time cards for each job.
- Complete quality control forms.
- Place orders for supplies.
- Participate in product development.
- Build prototypes and test products.
- Any other duties as assigned by supervisors.

Personal Attributes

The incumbent must maintain strict confidentiality in performing their duties. The incumbent must also demonstrate the following personal attributes:

- Be honest and trustworthy.
- Be respectful.
- Possess cultural awareness and sensitivity.
- Be flexible.
- Demonstrate sound work ethics.
- Demonstrate an excellent attendance record.
- Be in good physical condition, as the job requires long hours of standing, lifting, and bending.

WORKING CONDITIONS

- Temperatures fluctuate with seasons.
- Noise level is moderate to loud.
- Much of the work is self-paced.
- Smoke free work place.
- Drug free work place.

Physical Demands

The Fabricator will spend long hours standing, lifting and bending.

Must be able to routinely lift 50 pounds.

Environmental Conditions

The incumbent may be faced with many interruptions, distractions and must meet with others on a regular basis.

Sensory Demands

The incumbent must spend long hours in intense concentration using tools and machines.

Mental Demands

There are a number of deadlines associated with this position, which may cause stress. The incumbent must also deal with a wide variety of people on various issues.

The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position

CERTIFICATION

I certify that I have read and understand the responsibilities assigned to the Fabricator position

Employee Signature _____

Printed Name Date _____

I certify that this job description is an accurate description of the responsibilities assigned to the position.

Supervisor's Title _____

Supervisor's Signature Date _____

The above statements are intended to describe the general nature and level of work being performed by the incumbent(s) of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of the position.