



# Job Description

Rev. 3/29/2016

**Welder**

Title of Position

**Metal Fabrication**

Department

**Hourly Non-Exempt**

Exemption Status/ Hours

**N/A**

Coordinates with

**Yes**

Safety Sensitive Position

**Production Manager – Metal Fabrication**

Title of Supervisor

**Renville**

Location

**N/A**

Supervises

**N/A**

Eligible for Remote Work

**Yes-required**

Personal Protective Equipment

**GENERAL:**

To efficiently produce high quality through wire feed welding.

**ESSENTIAL FUNCTIONS:**

1. Produces high quality K & M products through wire feed welding.
2. Sets up and operates various welding equipment.
3. Drives forklift or pallet jack to move product as needed.
4. Assists in the fabrication department as directed. Operates various machines as needed.
5. Contributes to team effort by accomplishing related results as needed.
6. Complies with Company and department safety and work practice policies and procedures as applicable.
7. Maintains a neat and orderly work area.
8. Accurately records material and job order transactions as directed.
9. Keeps supervisor informed of important developments, potential problems and related information necessary for effective management.
10. Attends training as directed as apparent or assigned.

Performs all other duties as apparent or assigned.

**KNOWLEDGE/SKILLS/ABILITIES:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative, but not all-inclusive, of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



- Ability to see a job through to completion and passion to believe in the quality you provide.
- Knowledge of and willingness to follow company policies.
- Honesty, dependability and unconditional ethics. Treats people with respect; works with integrity and ethically; upholds organizational values.
- Teamwork – Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback, Willingness to assist others.

Conduct themselves in a professional manner.

- Take initiative to locate missing information or find possible solutions to an issue.
- Ability to communicate effectively, both orally and in writing, with a wide variety of internal and external customers/vendors.
- Adapts to changes in work environment; approaches change with a constructive, positive attitude.
- Ability to effectively manage timetables, time requirements and deadlines.

## **QUALIFICATIONS AND EXPERIENCE:**

### **REQUIRED**

- High School education or equivalent.
- 2-Year Vo-tech certification or equivalent experience.
- Ability to read drawings / prints.
- Ability to work a schedule based on the understanding of responsibilities and priorities.
- Ability to understand and follow verbal and written directions and communicate to personnel.
- Ability to maintain a positive attitude and work in a manner that promotes a safe working environment.
- Ability to contribute to the team effort by accomplishing related results as needed.
- Ability to obtain equipment license or power equipment certification as required.
- Ability to effectively read, write, and speak English.
- Ability to perform machinist duties when required.

### **MACHINES/EQUIPMENT:**

- In the course of performing this job typical welding equipment such as welders, torches, plasma cutters, grinders, etc. will be used.

### **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.

- Ability to stand and walk throughout the facility during required length of the shift.
- Frequently required bend, stoop, push and pull objects.
- Regularly required to stand, walk, and reach with hands and arms.
- Specific vision abilities include depth perception and the ability to adjust focus.
- Ability to talk and hear.
- Ability to lift up to 70-100 pounds on a regular basis.
- Ability to operate forklift, motorized pallet jack or other power equipment as necessary.

### **WORK ENVIRONMENT:**

- Office setting is climate controlled and the noise level is usually quiet to moderate.



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- Warehouse setting is partially climate controlled and the noise level is usually moderate. Employees may be regularly exposed to forklift, welding, press, and cutting equipment.
- Production/Shop floor areas are partially climate controlled; however some are not climate controlled at all. Personal protective equipment is recommended in some areas.

### **PERSONAL PROTECTIVE EQUIPMENT REQUIRED:**

- Protective footwear (steel-toe boots/shoes)
- Protective eyewear (safety glasses)
- Protective hearing devices in designated areas

### **SUMMARY:**

This job description is intended to convey information essential to understanding the scope of the position and it is not intended to be an exhaustive list of skills, efforts, duties, and responsibilities or working conditions associated with the position.

**APPROVAL:** \_\_\_\_\_