

GREAT NORTHERN EQUIPMENT DISTRIBUTING, INC.



Job Title: Cab Foam Fabricator

Last Update: 08/07/2018

Reports to: Production Manager

Supervises: None

Department/Location: Cab Foam/Renville, MN

Work Schedule: M-Th 7:00am – 4:30pm, F 7:00am – 12:00pm

Eligible for remote work: No

Safety sensitive position that is subject to random drug/alcohol testing.

Basic Function:

To fabricate K & M products in a manner that is timely, qualitative, efficient and safe.

Essential Functions:

- Fabricates and assembles K & M products in a timely manner.
- Ensures high quality of each product assembled.
- Operates various hand tools and cutting equipment as necessary for production.
- Accurately records material and job order transactions as directed.
- Keeps supervisor informed of important developments, potential problems and related information necessary for effective management.
- Assists with shipping cut piece and bulk foam for customers, as needed.
- Routinely supports assembly and other closely related departments that run concurrently with the production of cab foam.
- 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 responsibility satisfactorily. These requirements are representative, but not all-inclusive, of the knowledge, skill, and 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.
- Take initiative to locate missing information or find possible solutions to an issue.
- Conduct themselves in a professional manner
- 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; changes approach or method to best fit the situation; able to deal with frequent change.

- Ability to effectively manage timetables, time requirements and deadlines.
- Ability to effectively read, write, and speak English.
- Thorough knowledge of the Company's product line and of customer requirements and peculiarities.
- Uphold all equipment and operating safety requirements to avoid personal injury and property damage.
- Observe safety and security procedures.
- Is reliable and can be counted on.

Qualifications and Experience:

Required

- High School education or equivalent.
- 0-1 years of experience in related position or field.
- 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.

Preferred

- Experience with RF devices

Machines/Equipment: In the course of performing this job some cutting and fabrication equipment such as bench, pneumatic and hand tools, cutting machines (Gerber), 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.

- Regularly required to use hands to handle objects, talk and hear.
- Regular wrist and/or hand movement is required.
- Ability to lift up to 50 lbs on a regular basis and up to 70 lbs occasionally.
- Regularly required to stand, walk, and reach with hands and arms.
- Regular bending, twisting, stooping, reaching and lifting.
- Specific vision abilities required include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environment:

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

Production/Shop Floor: Production/shop floor areas are partially climate controlled and the noise level is usually moderate and above. Employees may be exposed to welding, press, saws, grinding and cutting equipment. Personal protective equipment is recommended in some areas.

Warehouse: Warehouse setting is partially climate controlled and the noise level is usually moderate. Employees may be regularly exposed to forklifts and other material moving equipment.

Personal Protective Equipment Required:

- Protective footwear (steel or composite 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.