



Position Description

Position Title:	Welder/Grinder
Job Code:	ERI Survey Code 4133 & 835
Salary Grade:	
Reports to:	Departmental Team Leader
Reports:	None
FLSA:	Non-exempt
Department:	Production
Date:	January 2016

Position Summary:

This Associate completes welding projects to meet job requirements according to shop drawings. He can also perform all grinding operations required within department.

Duties and Responsibilities:

1. Welds metal railings together; fabricates or repairs products according to shop drawings, utilizing a variety of shop equipment.
2. Welds steel and uses proper gas setting and mixtures setting up equipment properly.
3. Takes cut lists and efficiently makes material; controls and uses material properly and efficiently.
4. Verifies that items are properly marked and accounted for.
5. Can perform all grinding requirements of department.
6. Operates all departmental equipment used in the manufacturing process.
7. Abides by all safety rules and uses all equipment in a safe manner.
8. Maintains work areas in a clean and orderly fashion.
9. Completes daily equipment inspections as required.

Necessary competencies:

1. Accurate
2. Communication
3. Customer Focus
4. Flexibility
5. Judgment
6. Leadership
7. Planning and Execution
8. Problem Solving

9. Teamwork
10. Technical Orientation

Technical Expertise

1. Experience with welding is required.
2. Experience with hand grinders is required.
3. Experience reading and understanding blueprints, designs and drawings is preferred.
4. Experience leading in manufacturing, assembly, production or similar industries is preferred.
5. Experience working in construction or structural building industries is preferred.
6. Computer proficiency is preferred but not required.

Education and Experience

1. Education: high school diploma or equivalent is required.
2. Certification: certification in welding is preferred.
3. Years of experience: 3 – 5 years is required.

Physical Environment

- While performing the duties of this job, the employee is regularly required to lift, walk, stand, sit, bend, reach with hands and arms, climb, push/pull, use hands, and see, hear and speak.
- Occasionally lifts up to 50 pounds.
- The noise level in the work environment is usually loud.
- Vision, hearing protection, steel-toed boots and hard hats are required.
- This position is performed in a shop setting, five days a week with typical work hours being 6:00am till 2:30pm.
- Overtime, including Saturdays, can be scheduled at any time during a calendar year.