



Job Description
2nd Shift – 3:00 p.m. to 11:00 p.m.

POSITION: Fabrication Machine Operator
REPORTS TO: Fabrication Supervisor

STATUS: Non-Exempt
DATE: May 2008

Position Summary: Responsible for operating fabrication machines and responsible for contributing to the completion of the schedule on-time.

Principal Duties and Responsibilities

1. Proficiently set wires on the machine.
2. Maintains quality compliance of product and customer specifications.
3. Conducts accurate and complete data collection and recordings as required.
4. Communicates routinely and effectively with the staff.
5. Completes work on schedule.
6. All other job duties as assigned.

Work Relationships and Scope: Reports directly to the Fabrication Supervisor. Works closely with operations personnel, and other staff within the Company.

Performance Expectations: Must work independently as well as in a team environment. Communicates in an effective, professional and courteous manner with peers and management.

Knowledge, Skills and Abilities: Must be proficient in the shop math required for this job and proficient in the use a tape measure. Must be able to demonstrate mechanical comprehension (such as trouble shooting of equipment) as required to perform this job in order to maintain production needs. Ability to work independently as well as work highly effectively in a team.

Requires the ability to: manage several projects and tasks simultaneously; communicate well with others and follow directions.

Working Conditions: Hours of work will generally be during regular business hours and average at least 40 hours a week. There may be some variation in work hours due to employee shift schedules, special projects, deadlines, and other concerns.

Educational requirements: No specific academic requirements, but with training the employee must have sufficient education/knowledge and ability to become proficient in all aspects of this job in a reasonable period of time.

Physical Requirements: Must be able to work effectively in usual manufacturing conditions. Able to lift/carry product and materials up to #50 pounds on a regular basis.