****

 ***Fabricator***

 ***Houghton Lake***

**FLSA Status:** Non-Exempt

**Reports To:** Manager

**Summary:**

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

**Education/Experience:**

High school diploma or GED. Prior fabrication experience preferred.

**Certificates and Licenses:**

Fork Lift certification

**Essential Duties and Responsibilities include the following.** *Other duties may be assigned.*

* Study and interpret assembly instructions using field notes and prints for assemblies.
* Cut, fabricate and weld assemblies and subassemblies using raw materials shear, brake press and standard shop tools.
* Determine if all parts are present.
* Read and interpret parts list, blueprints and sketches.
* Position parts and subassemblies.
* Interpret measurements and verify specifications.
* Assemble components and resolve assembly issues with supervisor.
* Participate in product development when asked by supervisor.
* Ensure all parts are fitted, welded and screwed or bolted together properly.
* Alter dimensions to fit specifications, any significant changes must be approved by supervisor.
* Complete preventive maintenance when asked by supervisor.
* Troubleshoot malfunctions and perform repairs as needed when approved by supervisor.
* Report errors in product prints, sketches and assemblies.
* Check stock to ensure inventory is replenished, note items to be reordered on order sheets.
* Build prototypes and test products when asked by supervisor.
* Handle raw materials using fork trucks and cranes.
* Ability to perform mathematical computations accurately.
* Strong problem solving and documentation skills.

**Qualifications:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

**Fabricator Level I:**

* Able to saw/cut material
* Basic knowledge of tools, i.e. small tools, electrical tools
* Understands measurements (can read tape measure, etc.)
* Attention to detail/precision
* Fork Lift Certified (within 30 days)

**Fabricator Level II:**

* Minimum 1 year on job
* MIG welding (steel only)
* Able to cut and measure material
* Assigns tasks
* Able to read blueprints

**Fabricator Level III:**

* MIG (aluminum and steel), TIG/ARC
* Able to read blueprints
* Operate shear and press brake
* Able to build/assemble jigs for patterns

**Fabricator Level IV:**

* Computer skills
* Able to read and develop blueprints
* Understand fabrication process
* Operates plasma table
* Able to manufacture/build enclosed cabinetry
* Quality Inspector

**Overall Knowledge, Skills and Other Abilities:**

* Must be reliable and have strong work ethic
* Must be well organized, detail oriented, and a self-starter
* Possess strong time management skills
* Ability to communicate effectively verbally and in writing
* Ability to interact with diverse employees and customers in a professional manner
* Ability to work independently or with a team in a fast-paced and high volume environment with emphasis on accuracy and timeliness
* Positive work attitude
* Willingness to learn and grow

**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. While performing the duties of this job, the employee is:

* Regularly required to talk, hear, stand/walk, lift/manipulate/carry/push/pull up to 50 lbs.
* Frequently required to sit, reach, handling/gripping, driving, hand/foot controls, near/far acuity, depth perception, color vision, hand/finger dexterity for accurate keyboarding; noisy environment
* Occasionally required to climb, stoop, twist, crouch, kneel, lift/carry
* Use of hand and/or power tools
* Stand for entire 8-hour shift
* Exposure all day to outside elements

**Acknowledgement:**

This job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties and responsibilities required of employees assigned to this role. By signing below the employee acknowledges and agrees to abide by items listed within the job description.

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| --- | --- | --- | --- | --- |
| Print Employee Name |  | Employee Signature |  | Date |