



Join Our Winning Manufacturing Team

JOB TITLE: General Shop Laborer

REPORTS TO: Director of Manufacturing/Shop Manager

FULL/PART TIME: Full-time (1st and 2nd Shifts Available)

LOCATION: Accident, MD

Disclaimer: This position description provides a summary of typical job functions. The assigned duties, tasks, and responsibilities are subject to change and are not limited by this position description.

POSITION SUMMARY

Responsible for set up and operation of grinding and related tools that remove excess material or burs from work pieces.

ATTRIBUTES

- Courteous and Ethical Behavior: The ability to use good judgment and avoid situations that create an actual or perceived conflict between personal interest and those of the Company.
- Manual Dexterity: The ability to quickly move your hand, your hand together with your arm, or you two hands to grasp, manipulate, or assemble objects.

ESSENTIAL FUNCTIONS

- Operate hand-held tools and equipment to remove excess metal and burs safely and effectively from work pieces.
- Clean and maintain tools and equipment.
- Maintain the work area in neat and clean condition and ensure that materials and tools are returned to proper storage.
- Dispose of waste materials after completion of work assignments.
- Follow at all times proper safety procedures and wear proper safety equipment as they relate to the work being performed.
- Install attachments on machinery.
- Examine work pieces to verify conformance to specifications.
- Select machine tooling to be used, utilizing knowledge of machine and production requirements.
- Communicate to Shop Manager any injury, unsafe act or condition, or failure of equipment.

QUALIFICATIONS

- High school diploma or GED preferred.
- Related vocational training preferred.

- Operation Monitoring: Watching gauges, dials, or other indicators to make sure a machine is working properly.
- Equipment Selection: Determining the kind of tools and equipment needed to do a job.
- Quality Control Analysis: Conducting tests and inspections of products, services, or processes to evaluate quality or performance.
- Must be safety-focused without exception.

PHYSICAL REQUIREMENTS

- Walking: 1/3 to 2/3 of the time
- Sitting: Less than 1/3 of the time
- Standing: More than 2/3 of the time
- Fingering or Manual Dexterity: Less than 1/3 of the time
- Repetitive Finger Motion: Less than 1/3 of the time
- Lifting up to 50 pounds: Less than 1/3 of the time
- Reaching or Stretching: Less than 1/3 of the time
- Crouching or Stooping: Less than 1/3 of the time
- Speaking and Hearing: Less than 1/3 of the time
- Seeing/Close Vision: Less than 1/3 of the time
- Distance Vision: Less than 1/3 of the time
- Color Discrimination: Less than 1/3 of the time
- Depth Perception: Less than 1/3 of the time

WORK ENVIRONMENT

The position involves occasional exposure to loud noise levels.

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