



**John
Cockerill**

Position Description

POSITION: Welder

POSITION MANAGER: Plant Manager

DEPARTMENT: Workshop

435 West Wilson St.
Salem, OH 44460 • USA
Tel. : +1 330-332-4661

Essential Duties and Responsibilities	Level 1	Level 2
Learn and follow all ISO processes and procedures	X	X
Perform tasks in accordance with established safety procedures	X	X
Maintains a clean work area	X	X
Set and operate welding machines	X	X
Interpretation of mechanical drawings, including weld symbols	X	X
Ability to tack weld	X	X
Working knowledge of fixturing and weld set up parameters (amps, volts, etc.)	X	X
Clear understanding and application of generally accepted welding procedures	X	X
Application and usage of weld positioners	X	X
Knowledge of crane and power industrial trucks (i.e. tow motor/forklift) usage	X	X
Finish grinding application using manual and power tools	X	X
Perform adequate weld surface preparation	X	X
Use of conventional measuring instruments needed to execute responsibilities	X	X
Performs related duties as assigned by assigned supervision	X	X
Use of common manufacturing tools such as wrenches, screwdrivers, hammers, levels, measuring devices, etc. to perform required tasks	X	X
Keeps accurate record of the work performed and reports this work into the required program	X	X
Perform inspections of shop work areas and equipment as directed	X	X
Perform assigned tasks in a timely fashion	X	X
Inspect own work and make necessary repairs	X	X
Collaborate with coworkers to improve job task execution	X	X
Implement training and ensure compliance with ISO processes and procedures		X
Coach coworkers on job task completion best practices		X
Lead job specific, ad-hoc work crews and assigned by the Production Supervisor		X
Identifies and communicates process changes to improve quality, timeliness, and safety		X
Assist in the transfer of task specific knowledge to co-workers		X
Interface with engineering to increase the manufacturability of our products		X
Keeps abreast of welding materials		X
Inspect the work of others and suggest process improvements		X
Will be required to perform other duties as requested, directed or assigned		
Years' Experience	Level 1	Level 2
Normal	0 to 5	3 to 10
Fast Learner	0 to 3	2 to 7



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Supervisory Responsibilities	Level 1	Level 2
Supervisory Roles Per Position Level	Limited	
Educational Requirements	Level 1	Level 2
Education Requirements Per Position Level	High School Diploma or equivalent; Relevant Specialized Training	
FLSA Classification	Level 1	Level 2
Classifications	Non-Exempt	

Skill Set - Common Requirements

- Must complete tasks on time as specified by supervision
- Knowledge of welding manufacturing processes and procedures
- Organizational and time management skills
- Quality orientation and attention to detail
- Ability to work independently and review the work of others
- Limited Computer proficiency: SharePoint, various AutoCAD viewers, and MAS90
- Ability and interest to participate in continuous improvement and sharing experience and knowledge with other members
- Excellent communication skills
- Must be able to effectively read and understand engineering drawings and weld symbols

Physical Demands

- Physical effort required
- Regularly required to sit or stand, reach, bend, and move about the facility

Personal Protective Equipment

- Anyone working in the Shop is required to wear protective eye wear and steel toed boots at all times.
- Depending on the task being done and in compliance with OSHA standards, employees may be asked to use/wear ear plugs, dust masks, respirators and/or hard hats

Work Environment

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. While performing the duties of this job, the employee is regularly required to stand, walk, and use hands/fingers to handle or feel objects, tools, or controls. The employee frequently is required to talk or hear. The employee is required to reach with hands and arms and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, peripheral vision, depth perception, and the ability to adjust focus. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.