



## JOB DESCRIPTION

**JOB TITLE:** Welder/Second-Shift

**EMPLOYER:** SmithCo Manufacturing, Inc.

**DEPARTMENT:** Night Shift

**REPORTS TO:** Department Supervisor

**EFFECTIVE DATE:** 4/1/2021

**SUMMARY:**

**The welder is responsible for welding metal components together with a mig welder. Fabricates and repairs products related to the side dump trailer manufacturer. Assembles frames, tubs, sides, saddles, and other parts. Welds mainly pre fab parts into trailers.**

**DUTIES AND RESPONSIBILITIES:**

- Weld metal parts together using mig welding process
- Perform related tasks such as thermal cutting and grinding
- Repairs broken or cracked parts, fills holes, and increases size of metal parts
- Positions and clamps together components of fabricated metal products preparatory to welding
- Uses a variety of hand tools including but not limited to grinders, drills, impact wrenches, chop saws, and band saws.
- Must maintain welding equipment and change welding bottles
- Setup, adjust, and operate semi-automatic welding equipment (i.e. bug-o, sub-arc) in accordance with the proper Welding Procedure Specification (WPS) in an efficient manner.
- Ensure welding is being done such that welds are capable of passing SmithCo requirements.
- Verify welding and material is in accordance with drawings, standards, and specifications.
- Perform pre-heat and post-heat operations.
- Perform all types of gouging operations.
- Clean up welds by grinding, buffing, and/or other means to provide an acceptable surface condition.
- Assist and train other welders, as required.
- Report abnormal conditions of equipment to Foreman.
- Assist in placing and removing pieces, components, and products to/from the welding area.
- Operate jib cranes, forklifts, and other mobile equipment for the moving of material, components, and equipment from location to location within the plant. Occasionally operate overhead cranes in support of small moves to continue production within the department.
- Perform general laborer duties as required (i.e. grinding, loading and unloading of trucks).



- Keep working area clean and perform housekeeping duties around the plant as required (i.e. pickup tools, roll-up hoses and cables, sweep).
- Performs other related duties as assigned by management.

#### **SUPERVISORY RESPONSIBILITIES:**

This job has no supervisory responsibilities.

#### **QUALIFICATIONS:**

- Associate's Degree (AA) or equivalent from a two-year college or technical school, or six months to one-year related experience and/or training, or equivalent combination of education and experience.
- Capable of reading and understanding Engineering drawings, documents, weld symbols, and WPS's.
- Working knowledge of different types of cutting equipment.
- Mechanically Inclined and have the ability to read a tape measure.
- Ability to read blue prints.

#### **COMPETENCIES:**

- **Adaptability** - Adapts to changes in the work environment; Manages competing demands; Changes approach or method to best fit the situation; Able to deal with frequent change, delays, or unexpected events.
- **Adherence to Company Policies** - Follows rules and sets a good example by consistently adhering to appropriate work guidelines; follows organizational plans and guidelines so that objectives can be accomplished.
- **Dependability** - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Commits to long hours of work when necessary to reach goals; Completes tasks on time or notifies appropriate person with an alternate plan.
- **Initiative** - Volunteers readily; Undertakes self-development activities; Seeks increased responsibilities; Takes independent actions and calculated risks; Looks for and takes advantage of opportunities; Asks for and offers help when needed.
- **Innovation** - Displays original thinking and creativity; Meets challenges with resourcefulness; Generates suggestions for improving work; Develops innovative approaches and ideas; Presents ideas and information in a manner that gets others' attention.
- **Job Knowledge** - Demonstrates a basic understanding off all job knowledge skills, procedures and processes; knows resources to seek guidance for clarification as needed.
- **Productivity** - Manages workload efficiently to meet goals & objectives
- **Quality** - Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality.
- **Safety and Security** - Observes safety and security procedures; Determines appropriate action beyond guidelines; Reports potentially unsafe conditions; Uses equipment and materials properly.
- **Teamwork** - Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Puts success of team above own interests; Able to build morale and group commitments to goals and objectives; Supports everyone's efforts to succeed.



**PHYSICAL DEMANDS AND WORK ENVIRONMENT:**

- Continually required to stand • Frequently required to walk
- Frequently required to utilize hand and finger dexterity
- Occasionally required to climb, balance, bend, stoop, kneel or crawl
- Occasionally required to talk or hear
- Occasionally work around fumes, airborne particles, or toxic chemicals
- While performing the duties of this job, the noise level in the work environment is usually very loud
- The employee must occasionally lift and /or move more than 50 pounds and frequently lift and/or move up to 33 pounds
- Specialized equipment, machines, or vehicles used: Forklift, Cotter man platform

**POSITION TYPE/EXPECTED HOURS OF WORK:**

- This is a full-time position.
- Days and hours of work are Monday through Thursday 4:30 pm to 3:30am Fridays as needed from 3:30pm to 9:30 pm.