

## Job Description – Welder

<b>Title:</b>	Welder
<b>Department:</b>	Welding
<b>Hours:</b>	Full Time
<b>Reports to:</b>	Weld Lead
<b>Direct Subordinates:</b>	None
<b>Responsibilities</b>	
1.	Setup welding cell with minimal supervision
a)	Work with Material Handler to stage raw materials for upcoming orders efficiently
2.	Report welding consumable needs to Weld Lead
3.	Operate welding equipment
a)	Lay out positions and tack weld workpieces before final welding
b)	Load fixture and weld appropriately before removing from fixture to finish welding
c)	Weld metal parts using a combination of arc welding processes, gas welding, or brazing
d)	Remove excess weld, slag, and/or spatter from workpieces once welding is complete
e)	Work with Quality Inspectors to conduct First Part Inspections
f)	Conduct In Process Inspections as required by Quality Department
g)	Deburr parts as needed
h)	Stage finished orders for pick up by Material Handler
4.	Must clock in on work orders in JobBOSS <sup>2</sup>
5.	Must clock out of work orders in JobBOSS <sup>2</sup>
a)	Claim finished parts
b)	Claim scrap
6.	Perform daily checklists for maintenance and safety requirements of welding equipment
a)	Change out assist gas cylinders and store cylinders in accordance with safety requirements
7.	Maintain organized and clean work space including desk area, tool boxes, welding equipment, welding table, and outgoing and incoming material staging areas
8.	Complete other related duties as assigned by Weld Lead
<b>Required Skills</b>	
•	Proven welding experience
•	Knowledge of manufacturing systems and procedures
•	Attention to detail and problem-solving skills
•	Good written and verbal communication skills
•	Punctuality and reliability
•	Ability to work well with others from a variety of occupational backgrounds