



JOB DESCRIPTION

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Page : 1 of 3

Job Title: Master, A, B Welder
Job Grade: 9-S, 8-S, 7-S
Revision: 1
Revision Date: 04/07/10
Source of Supervision: Production Line Supervisor

Must be proficient in all areas of department and all welding procedures as prescribed in AWS and ASME publications for MIG and STICK welding (SMAW).

Duties and Responsibilities:

- Understand and carry out verbal and written directions in English
- Close attention to detail
- Function with no supervision.
- Set work priorities to meet production goals as scheduled.
- Establish and maintain cooperative working relationships.
- Stay current in TPM and basic mechanical adjustments on all equipment as needed.
- Ability to enter OEE information into OEE Control Document spreadsheet in server.
- Meet minimum safety and 5-S standards.
- Must read blueprints and perform shop math to layout, fabricate and weld various parts and assemblies.
- Must be able to weld all types of metals, set and maintain welding machine (tip, liner changes, etc.) and weld vertical, horizontal and overhead.
- Perform all Mig and Stick welding procedures (all positions), including machine settings, bottles and necessary fittings.
- Welding of mild steel and aluminum where required.
- Grind and clean area where required.
- Ability to use grinder, sander, rivet guns, saws and other air tools.
- Inspect welds for cracks, burn through and weld spatter.
- Have knowledge of all welding and assembler operations in the work center.
- Must be able to perform all Welder "A" and Welder "B" functions.
- Play a key role in training welders at all levels.
- Able to reproduce all operations within acceptable quality and time standards.
- Be compliant with all the rules of conduct and attendance per the company handbook.
- Other duties and responsibilities as required.
- Ensure that hazardous waste that is handled is placed into the proper container(s).
- Maintains all satellite and storage containers in a closed position unless adding or removing waste.
- Familiar with Hazardous Waste Contingency Plan.
- Knows spill response procedures and evacuation routes.

Qualifications/Training:

- Ability to read, write, comprehend, and verbally communicate simple instructions, short correspondence and memos in English.
- Ability to read and understand assembly prints, pick lists, sales orders and shop orders, and other written or verbal instructions presented in English.
- Ability to read English and Metric tape measures and use measuring devices.
- Ability to perform all operations within acceptable quality and time standards.
- Ability to recognize quality expected and be able to reproduce it.
- Ability to effectively present information in one-on-one and small group situations to other employees of the organization.
- High school diploma or general education degree (GED).
- Ability to perform maintenance on welding equipment.
- Ability to assemble custom prototype metal components.

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- Must have good knowledge of shop math.
- Ability to apply common sense understanding to carry out detailed but uninvolved written or verbal instructions.
- Ability to deal with problems involving a few concrete variables in standardized situations.
- Must pass and maintain in house AWS Welder Certification.
- Must maintain a positive rating as described in the training/qualification evaluation record as Master Welder.
- Must have general knowledge of OSHA and EPA standards.
- Be trained in Hazardous Materials Handling Operations with an annual refresher course.
- Hazardous waste training shall be provided to employee within six months of the date the employee filled this position and a review of this training provided every 12 months thereafter. Employee shall be supervised until training is complete. This training will consist of at least 30 minutes of classroom instruction and additional on the job training as needed.
- Training will include familiarization with roles as outlined in Hazardous Waste Contingency Plan.

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 stand; use hands to handle, or feel objects, tools or controls; and reach with hands and arms. The employee frequently is required to walk. The employee is occasionally required to stand, climb or balance, stoop, kneel, crouch, or crawl. The employee is required to sit and talk and hear. Other physical requirements include:

- Frequent bending, stooping, squatting, and climbing in and out of buses.
- Ability to regularly lift and/or move up to 40#s without assistance.
- Ability to work from various squatting, kneeling or bending positions.
- Ability to work with arms above head.
- Ability to work from ladders or scaffolding.
- Ability to safely use specified hand, air, power tools, and machinery.
- Ability to operate and understand the operation of all protective safety equipment in the area.
- Specific vision abilities required by this job include close vision, peripheral vision and depth perception.
- Hand-Eye coordination.
- Must not be allergic to smoke, grinding and fiberglass dust.
- Ability to work in 105-degree heat for excess of eight (8) hours per day.
- Ability to work in noisy and dusty conditions.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing 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 regularly works near moving mechanical parts. The employee is frequently exposed to fumes or airborne particles and vibration. The employee is occasionally exposed to toxic or caustic chemicals.

The noise level in the work environment is usually loud.

Education and Experience:

- High school diploma or general education degree (GED).

Master Welder

- Five (5) years minimum prior welding experience in all phases of welding industry.
Must possess knowledge Mig and Tig welding machines.

Welder A

- Three years experience in welding. Must possess knowledge Mig and Tig welding machines.

Welder B

- Two years experience in welding. Must possess knowledge on Mig or Tig welding machines.

Personal Protective Equipment Recommended and/or Required:

- Safety glasses (Can be dark lenses).
- Welding Mask
- Earplugs.
- Work or impact gloves.
- Back support.
- Steel Toed Work boots.

Employee Name (Printed): _____

Employee Acceptance: _____ **Date:** _____

Company Representative: _____ **Date:** _____