

Title:	Job Description – Sheet Metal Fabricator				Document #	JD16	
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FLSA Classification: Non-Exempt

Reports To: Fabrication Team Lead

Department: Operations

Essential Duties and Responsibilities:

- MIG and TIG welding of stainless steel, cold/mild steel, and aluminum as required.
- Complete finish processes to customer specification (Class A–Class D).
- Confirm that all safety devices are in place and operational including welding curtains.
- Inspect PPE for wear or breakage.
- Perform daily maintenance and safety checks.
- Maintain a log of preventive maintenance on a daily/weekly schedule according to manufacturer recommendations.
- Alert supervisor of any maintenance or repairs that require outside services.
- Notify the supervisor of any problems and suggested changes that will allow jobs to run more efficiently.
- Operate spot welder as required.
- Operate stud welder as required.
- Operate rolling equipment as required.
- Keep his/her work area clean neat and orderly and free of tripping hazards.
- Consider pallet weight and stacking methods to maintain safe capacity.
- Miscellaneous duties as assigned to help Prescott Metal achieve its goals.

Physical Demands/Work Conditions:

- Standing/sitting for long periods of time, 6-8 hours per day, walking, stooping, bending, and reaching.
- Frequently lifting manually and/or moving material up to 50 pounds.
- Repetitive movement.
- Hold the arm and hand in one position or hold the hand steady while moving the arm for long periods of time.
- Use one or two hands to grasp, move, or assemble objects.
- Normal exposure to production/manufacturing environment subject to dust, metal shavings, machinery oil, and powder coating- and occasional office environment.

Required Personal Protective Equipment:

- Safety Glasses--Two forms of eye protection while operating grinders (safety glasses & face shield).
- Apron or chaps when grinding.
- Welding hood with approved tinted shield.
- Earplugs while machinery is operating.
- Gloves/welding sleeves when handling material and welding.
- Sturdy leather work boots.

Minimum Qualifications:

- Ability to carry out instructions furnished in written, oral, or diagram form.
- Interpret Job Travelers (work orders).

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- Understand (BOM) Bill of Materials.
- Identify material types and gauges.
- Basic understanding of metallurgy for material used.
- Read job specifications to determine machine adjustments.
- Read tape measure and dial caliper.
- Convert decimals and fractions, related to what shows on the Job Traveler/blueprints.
- Proficiently interpret mechanical drawings.
- Ability to understand and compensate for material shrinkage and expansion associated with welding processes.
- Layout, fit, weld, and finish parts with minimal or no supervision according to customer specifications in the allocated time.
- Measure work-piece dimensions throughout the fabrication operation to assure quality and that the process is repeatable.
- Design or recommend tooling, jigs, and fixtures to perform jobs more efficiently.
- Complete training on the battery-operated pallet jack.
- Certified to Prescott welding standards.

In Process Inspection Requirements:

- Verify material type on first piece.
- Verify material thickness on first piece.
- Check for any material defects or damage.
- Verify grain direction if applicable on first piece.
- Verify orientation all pieces.
- Verify post weld outside dimensions on all pieces that are not fixed.
- Verify lead in dimensions to cutouts and holes on all pieces that are not fixed.
- Verify quantities in work order.

This job description is not intended to be and should not be construed as an all-inclusive list of all the responsibilities, skills or working conditions associated with the position. While it is intended to accurately reflect the position activities and requirements, Prescott Metal/EAM reserves the right to modify, add or remove duties and assign other duties as necessary.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed here) either unaided or with the assistance of a reasonable accommodation to be determined by management and medical professionals on a case-by-case basis.

This Job Description is approved by Prescott Management.

Supervisor: _____ Date: ____/____/____

Employee signature below constitutes employee’s understanding of the requirements, essential functions, and duties of the position.

Employee: _____ Date: ____/____/____

Human Resources: _____ Date: ____/____/____