

Reid-Ashman Mfg. Job Description



Job Title: Metal Prep Technician/Sand Blasting
Department: Paint Shop
Reports To: Paint Shop Manager
FLSA Status: Non-Exempt
Prepared By: Jeannie Ellis
Prepared Date: 1/30/15

SUMMARY

Grind, sand, bondo and/or sandblasts metal surfaces of manipulator components, prior to painting.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following: (Other duties may be assigned.)

Examines and feels surface of workpiece for defects.

Selects proper grit of sand paper for condition of metal, and attaches to grinder or sander.

Starts grinder or sander and moves it over surface of workpiece to remove scratches and imperfections in the metal, removes excess weld material, and burs.

Sands ground areas with finer abrasive to produce smooth, unmarred surface.

Applies bondo or puddy as needed.

Replaces worn sandpaper or grinding disks as needed.

Sets up sandblasting equipment and attach to air supply

Checks equipment and hoses for safety and performance issues before each use.

Use all personal protective equipment while performing sandblasting operations.

Remove all millslag or paint from parts being blasted.

Recover blasting media when finished. Take down blasting equipment and take back inside

Assures the quality of finished parts meets or exceed the customer's requirements.

Changes air cleaner filters when directed by supervisors to maintain adequate air flow.

Performs regular maintenance on equipment when necessary or directed by supervisors.

Drain air compressors at the end of the day

Maintains cleanliness of bondo room.

Works in conjunction with other departments in the company.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.

LANGUAGE SKILLS

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

REASONING ABILITY

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

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; walk; use hands to finger, handle, or feel; and reach with hands and arms. The employee frequently is required to talk or hear. The employee is occasionally required to sit and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and depth perception.

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 is regularly exposed to fumes or airborne particles and vibration. The employee is occasionally exposed to wet and/or humid conditions, moving mechanical parts, toxic or caustic chemicals, and outside weather conditions. The noise level in the work environment is usually loud.

GENERAL SIGN-OFF

We believe that each employee makes a significant contribution to our success. That contribution should not be limited by the assigned responsibilities. Therefore, this job description is designed to outline the primary duties, qualifications and job scope, but not limit the incumbent nor the organization to just the work identified. It is our expectation that each employee will offer his/her services wherever and whenever necessary to ensure the success of our endeavors.

This job description is not an employment agreement or contract. Management has the exclusive right to alter this job description at any time without notice.

I have read and understand this job description. I understand that I am expected to adhere to all company policies. I understand that the employment relationship between me and Reid-Ashman Mfg. remains at all times at-will and can be terminated at any time for any reason, with or without cause or notice.

Employee Name _____

Employee Signature _____

Date _____