

## Position Description

### Welder/Fabricator Trainee

#### Summary of Position:

Welder/Fabricator Trainee will learn the basic skills needed for producing and assembling metal parts, structures and equipment through the use of welders, cutters, shapers and measuring tools at the direction of lead workers and supervisors. Welder/Fabricator Trainee will learn how to set up, operate and maintain welding equipment.

#### Job Duties and Responsibilities:

During the 90 day training period employee will:

- Learn the skills necessary to weld and fabricate projects according to specifications and direction from Lead and Senior Lead Welders/Fabricators and Production Manager.
- Learn basic MIG and TIG welding procedures.
- Learn basic fabrication skills including layout and ability to put together small projects.
- Learn basic blueprint reading skills including understanding of basic signs and the GEM Equipment print system.
- Learn grinding and polishing procedures.
- Be responsible for ensuring projects are completed accurately and in accordance with GEM Equipment quality standards.
- Complete requisition slips for any materials not called out for a specific job to ensure accuracy of inventory.
- Complete any required paperwork for assigned projects.
- Communicate with lead workers and supervisors to ensure accuracy of work product.

#### Skills Requirements:

- Basic understanding of welding/fabrication and the manufacturing process.
- Ability to read a tape measure and apply measurements to parts in order to achieve acceptable tolerances.
- Have, or be able to acquire, all tools from the basic tool list.
- Personal protective equipment:
  - Steel-toed boots
  - Safety glasses

## Performance Expectations:

- Follow directions and ability to work independently.
- Exhibit good productivity and quality of workmanship.
- Be punctual, responsible and dependable.
- Work as a team member with other employees and departments.
- Communicate clearly and directly with supervisor with questions or concerns.
- Maintain good safety record and observe safety awareness.
- Within 90 days acquire knowledge of and ability to perform:
  - Basic MIG and TIG welding procedures
  - Basic fabrication skills
  - Basic blueprint reading and understanding of the GEM Equipment print system
  - Grinding and polishing skills
  - Understanding of paperwork requirements for each project

## Physical Requirements:

- Standing – 5-6 hours per day
- Walking – 1-2 hours per day
- Lifting – Up to 50 lbs
- Carrying – Up to 50 lbs
- Pushing/pulling – Up to 50 lbs
- Environment – Inside 90%; Outside 10%