

Job Title:	Saw Operator	Reports to:	Fabrication Manager
Department:	Fabrication	Supervises:	N/A
Location:	New London, MN	Exempt/Non-Exempt:	Non-Exempt
% Travel Required:	Approximately 5%	Full-time/Part-time:	Full-time (appx 50 hrs/wk)

Role Overview: The primary responsibility of a Saw Operator is to set up, adjust, and operate band saws. The Saw Operator is also responsible for operating other fabrication equipment, completing projects in a timely manner, and maintaining a safe, clean, and organized work environment with minimal instruction from supervisors.

Responsibilities:

- Set up and operate vertical and horizontal band saws
- Accurately cut parts as specified in drawings
- Safely operate overhead crane and forklift to move material
- Inspect equipment prior to use to ensure proper setup and alignment; perform basic and routine adjustments and maintenance
- Label and organize completed parts and arrange into organized kits
- Deburr cut parts as needed
- Maintain a clean, safe, and orderly work area
- Provide backup assistance to Inventory Specialist and Waterjet Operator
- Learn and safely operate a variety of metal fabrication equipment
- Perform other related duties as assigned

Requirements:

- High School Diploma or equivalent
- Must be able to lift up to 50 lbs
- Ability to be certified for forklift operation (18+)
- Ability to proficiently read a tape measure to 1/16th of an inch as well as converting decimals to fractions

Key Skills & Capabilities:

- Two years in manufacturing or industry experience -preferred
- Ability to work within deadlines, follow verbal instructions and work independently or with a team
- Great attention to detail and thorough inspection of work
- Hardworking and a self-starter
- Willingness to continuously improve

Travel Required:

- Occasional off-site visits to sub-contractors, customer sites, training facilities, equipment vendors, etc. (travel less than 5%)

I have read and understand the responsibilities & expectations of my role.

Employee Signature

Date

Supervisor Signature

Date