Job Description for Welder

Company Information

Organization Name: Kundel Industries, Inc.
FLSA Status: Non-exempt
Prepared Date: 04-02-2024
Hiring Manager Job Title: Production Manager
Job Level: Individual Contributor
Employment Status: Full-time Regular
Primary Location: VIENNA, OH

Job Summary

Use hand-welding, flame-cutting, hand-soldering, or brazing equipment to weld or join metal components or to fill holes, indentations, or seams of fabricated metal products.

Education and Experience

High School Diploma - or the equivalent (for example, GED)
Post-Secondary Certificate in Welding a plus

Knowledge

Production and Processing - Knowledge of raw materials, production processes, quality control, costs, and other techniques for maximizing the effective manufacture and distribution of goods.

Mechanical - Knowledge of machines and tools, including their designs, uses, repair, and maintenance.

Skills

Basic Skills

- **Active Learning-** Understanding the implications of new information for both current and future problem-solving and decision-making.
- **Active Listening-** Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- **Critical Thinking-** Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.
- **Learning Strategies-** Selecting and using training/instructional methods and procedures appropriate for the situation when learning or teaching new things.
- **Mathematics-** Using mathematics to solve problems.
- **Monitoring-** Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.
- **Reading Comprehension-** Understanding written sentences and paragraphs in work-related documents.
- **Science-** Using scientific rules and methods to solve problems.
- **Speaking-** Talking to others to convey information effectively.
- **Writing-** Communicating effectively in writing as appropriate for the needs of the audience.

Social Skills

- **Coordination-** Adjusting actions in relation to others' actions.
- **Instructing-** Teaching others how to do something.
- **Negotiation-** Bringing others together and trying to reconcile differences.
- **Persuasion-** Persuading others to change their minds or behavior.
- **Service Orientation-** Actively looking for ways to help people.
- **Social Perceptiveness-** Being aware of others' reactions and understanding why they react as they do.

Complex Problem Solving Skills

- **Complex Problem Solving-** Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.

Technical Skills

- **Equipment Maintenance-** Performing routine maintenance on equipment and determining when and what kind of maintenance is needed.
- **Equipment Selection-** Determining the kind of tools and equipment needed to do a job.
- **Operation and Control-** Controlling operations of equipment or systems.
- **Operations Analysis-** Analyzing needs and product requirements to create a design.
- **Operations Monitoring-** Watching gauges, dials, or other indicators to make sure a machine is working properly.
- **Quality Control Analysis-** Conducting tests and inspections of products, services, or processes to evaluate quality or performance.
- **Troubleshooting-** Determining causes of operating errors and deciding what to do about it.

Systems Skills

- **Judgment and Decision Making-** Considering the relative risks and benefits of potential actions to choose the most appropriate one.
- **Systems Analysis-** Determining how a system should work and how changes in conditions, operations, and the environment will affect outcomes.
- **Systems Evaluation-** Identifying measures or indicators of system performance and the actions needed to improve or correct performance, relative to the goals of the system.

Resource Management Skills

- **Management of Material Resources-** Obtaining and seeing to the appropriate use of equipment, facilities, and materials needed to do certain work.
- **Time Management-** Managing one's own time.

Work Context

Communication - Occassional verbal communication with internal team members.

Responsibility for Others - N/A

Conflictual Contact - Low incidence of conflictual contact with others.

Work Setting - Work is performed in steel fabrication shop. Work setting is often dusty and loud.

Environmental Conditions - Environment is typically hot in the summer, due to the close proximity to active welding equipment. Shipping and receiving doors are frequently open to allow for the movement of materials into and out of the shop. It can therefore also become cold in the winter.

Job Hazards - Frequently exposed to hazards which can cause serious injury or death. Hazards may include, but aren't limited to, welding equipment, overhead cranes in operation, heavy objects suspended above work area for short intervals, and dust particles in the air.

Body Positioning - Job requires constant standing, walking, bending, crawling, climbing. Frequently and repetitively lift and carry up to 50 pounds, occasionally lift up to 75 pounds.

Work Attire - Attire is typical of a metal fabrication shop, including PPE suitable to the task (welding helmet, steel toed shoes, safety glasses, etc.).

Impact of Decisions - Rarely makes decisions that have a low impact on company operations.

Pace and Scheduling - Fast paced environment where overtime is routinely required.

Primary Job Duties

- Fabricate and assemble metal structures.
- Analyze moderately complex engineering drawings and specifications to plan layout, assembly, and welding operations.
- Develop moderately complex templates and other work aids to hold and align parts.
- Maintain a clean and safe work environment.
- Perform all work in accordance with quality standards and established safety procedures.
- Standard to above average knowledge of blueprints, shop mathematics and weld symbols required.
- Ability to read a ruler
- Weld components in flat, vertical, or overhead positions.
- Operate safety equipment and use safe work habits.
- Examine workpieces for defects and measure workpieces with straightedges or templates to ensure conformance with specifications.
- Recognize, set up, and operate hand and power tools common to the welding trade, such as shielded metal arc and gas metal arc welding equipment.
- Weld separately or in combination, using aluminum, stainless steel, cast iron, and other alloys.
- Select and install torches, torch tips, filler rods, and flux, according to welding chart specifications or types and thicknesses of metals.
- Connect and turn regulator valves to activate and adjust gas flow and pressure so that desired flames are obtained.
- Determine required equipment and welding methods, applying knowledge of metallurgy, geometry, and welding techniques.
- Monitor the fitting, burning, and welding processes to avoid overheating of parts or warping, shrinking, distortion, or expansion of material.
- Mark or tag material with proper job number, piece marks, and other identifying marks as required.
- Chip or grind off excess weld, slag, or spatter, using hand scrapers or power chippers, portable grinders, or arc-cutting equipment.
- Prepare all material surfaces to be welded, ensuring that there is no loose or thick scale, slag, rust, moisture, grease, or other foreign matter.
- Align and clamp workpieces together, using rules, squares, or hand tools, or position items in fixtures, jigs, or vises.
- Develop templates and models for welding projects, using mathematical calculations based on blueprint information.
- Position and secure workpieces, using hoists, cranes, wire, and banding machines or hand tools.
- Detect faulty operation of equipment or defective materials and notify supervisors.
- Clean or degrease parts, using wire brushes, portable grinders, or chemical baths.
- Grind, cut, buff, or bend edges of workpieces to be joined to ensure snug fit, using power grinders and hand tools.
- Repair products by dismantling, straightening, reshaping, and reassembling parts, using cutting torches, straightening presses, and hand tools.

- Hammer out bulges or bends in metal workpieces.

Activities

Quality Control Analysis - Conducting tests and inspections of products, services, or processes to evaluate quality or performance.

Note

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an “at will” relationship.

Reviewed with employee by

Signature: _____ Name (print): _____

Title: _____ Date: _____

Received and accepted by

Signature: _____ Name (print): _____

Title: _____ Date: _____

The company is an Equal Opportunity Employer, drug free workplace, and complies with ADA regulations as applicable.