

Job Description		Procedure No.	MFG.JD.008
		Revision	0
Date		May 16, 2018	
Owner/Approver		J McKinnon	
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Mechanical Assembler

DEPARTMENT: Manufacturing Operations

ACCOUNTABLE TO: Production Manager

JOB SUMMARY

In this role you will be responsible for the installation of mechanical equipment as per project drawings and specifications.

RESPONSIBILITIES/ DAILY TASKS

- Installation of interconnecting piping, components and support
- Fitting, adjusting and aligning to close tolerances and inspection standards.
- Handling physical loads with occasional lifting of 10-50 pounds
- Supporting other team members (Team Leads, Electrical Team, Test Team)
- Take daily direction from the Supervisors
- Responsible for performing duties in a safe manner and promoting safety to others in accordance with Newterra's safety policies and procedures. This includes reporting all safety concerns, near-misses and incidents to their Manager
- Adhere to the company processes as detailed in Newterra's Business Management System (BMS) and bring forward ideas for continuous improvement
- Responsible for completing all assigned training applicable to your position in the applicable timeframe.
- Complete all responsibilities while ensuring adherence to Newterra's Delegation of Authority.

QUALIFICATIONS

- Minimum Grade 12 or equivalent experience
- Mechanical "hands on" experience
- Useful skills would include: using power and hand tools; manual dexterity, attention to detail
- Team oriented
- Ability to work within specified timelines while maintaining focus on quality
- Ability to read and interpret engineering drawings
- Strong communication skills
- Forklift and Crane Certification is an asset but not required
- Flexibility with working frequent overtime

HISTORY

Rev	DD/MM/YY	Description	Approved By
0		Initial release	