
PRODUCTION LABORER - ASSEMBLER**Purpose:**

The assembler prefabricates materials necessary for installation of a rink floor.

Reports to:

Production Manager

Responsibilities:

Essential Functions:

- Manufacture of sub-header manifolds
- Assembly of perma-pipe and porta-pipe mat systems
- Drill, tap and assemble perma-pipe and porta-pipe headers.
- Assemble fittings for fast-freeze floors.
- Cut and assemble materials for subsoil heat headers.
- Assembly of small products such as glass supports, timekeeper' s tables and boxes...etc.

Additional Functions:

- Obtaining samples from raw material received prior to using new tubing.
- Building shipping spools for mats
- Good housekeeping of assigned work area.
- Physical inventory participation
- Accurate record keeping for requisitioning of materials.
- Cut jigs for various radius mats.

Knowledge, Skills & Abilities:

Have gained the experience necessary to fulfill this position through the shop structure.

Other Qualifications:

Capable of effectively using the following tools:

- Basic Hand Tools
- Crimping pliers
- Plastic tubing cutter
- Tape measure
- Circular Saw

- Acetylene soldering torch
- Header Drill Stand
- Chop Saw
- Pipe Wrench

Capable of applying the following skills:

- PVC Gluing
- Simple Layout
- Reading a tape measure to the sixteenth increment
- Reading simple engineering drawings.
- Soldering copper pipe to 1" diameter

Capable of applying the following knowledge:

- Math skills to include adding and subtracting whole numbers and fractions

Signature:

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee: _____

This position description is not intended to be complete or all-inclusive and does not preclude management from assigning other or related functions.

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