

## **General Description**

Working under the direction of the Assembly Supervisor, this position is responsible for putting together components or products to specification, ensuring quality and efficiency in the manufacturing process.

## **Education, Certifications, Licenses, and/or Registrations**

A high school diploma or equivalent is preferred.

## **Experience**

Minimum six (6) months general manufacturing experience is preferred. Forklift experience is preferred.

## **Specialized Knowledge and Skills**

- Manual dexterity
- Basic math and reading skills
- Able to read tap measure
- Able to use basic hand and power tools
- Able to follow instructions and retain information
- Willingness to learn
- Physical stamina

## **Essential Duties**

1. Read and follow work instructions, blueprints, and follow established procedures.
2. Collect all material and equipment needed for the process.
3. Communicate with forklift operator for material needs.
4. Communicate with trainer and/or supervisor regarding performance and/or material issues.
5. Call for quality control when product is ready for inspection.
6. Use precision measurements to ensure quality of part.
7. Lift materials and final products manually or using a hoist.
8. Accurately report production in the computer system.
9. Provide a great level of attention to detail and focus on given task.
10. Follow all company and safety policies, guidelines, and rules.
11. Follow all quality standards.
12. Meet and/or exceed production goals.
13. Work in a fast-paced environment.
14. Stay focused and on task with minimal supervision.
15. Maintain a clean and organized work area.
16. Maintain regular and reliable attendance.
17. Perform other duties as assigned.

## **Work Environment**

Industrial manufacturing environment. Facility is enclosed, ventilated, and heated but not air conditioned. Safety-toe footwear and safety eyewear are required. Hearing protection is required in designated areas. Gloves and other PPE are provided.

## **Physical Demands**

Spends more than three-quarters (3/4) of the time standing, kneeling/crouching/stooping, using hands, and reaching. Able to lift up to 75 lbs. and occasionally position heavier material with the aid of a lifting device(s). Requires clear vision at close distances for reading blueprints, instructions, and precision measuring instruments.

## **Schedule**

Full time. First shift 5:30 AM – 3:45 PM, Monday through Thursday. Overtime may be required.

Please note, this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Activities, duties, and responsibilities may change at any time with or without notice.

For more information, call 573-642-2246 ext. 224. Or email [hr@danuser.com](mailto:hr@danuser.com).

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