Position Description

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| **Position** | Welder |
| **Report to** | Production Manager |
| **Direct Reports** | Nil |
| **Business Unit** | Steel |
| **Location** | Milton |

## Position scope and purpose

To weld, and complete structural components as described on the workshop drawings.

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| key responsibilities | key results |
| Health & Safety requirements are addressed in all operations and project planning | * All work is carried out in a safe manner and in accordance with company H & S policies. * Throughout the workday H & S practice is observed and action taken if practices are unsafe. |
| As required, travel to local building sites and undertake site work / remedial work | * Site work is carried out safely to the required specifications and timelines. |
| Record details of time spent on each contract are logged on the appropriate job sheets and computer time clock machine. | * Time is accurately recorded on job sheets and time clocks within specified timelines. |
| Ensure that quality of manufactured items is to acceptable quality and best practice standards including monitoring and reducing re-work. | * Components / structures comply with the relevant detailed workshop drawings. * The quality of finished goods meets the required standards. * Quality control systems are followed to ensure that non-conforming product is not manufactured or despatched. * Re-work and errors are reduced. * A culture of continuous improvement is promoted. |
| Ensure that the welding and associated equipment is safe, in good condition and that daily maintenance is carried out. | * Equipment is maintained in a safe reliable and efficient condition. |

Undertake any other duties as may be reasonably requested by Calder Stewart management from time to time.

## key Relationships

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| Internal | External |
| * Production Manager | * Project Managers |
| * Team Leader | * Construction yard staff |
| * Workshop staff |  |
| * Administration staff |  |

## Person Specifications

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| Essential | Desirable |
| * At least four years’ experience in a welding position. | * A qualification in general engineering or equivalent. |
| * Relevant Welding Qualifications (or the ability to obtain). |  |
| * Thorough knowledge of modern-day steel fabrication techniques. |  |
| * Ability to accurately interpret plans and specifications, record and measure data. |  |
| * Knowledge of Health and Safety legislation pertaining to a factory environment. |  |
| * Attention to detail. |  |
| * High level of communicative ability – both written and verbal. |  |
| * Strong interpersonal skills. |  |
| * Proven ability to work within a team environment. |  |