



# Hayes & Stolz

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## **JOB DESCRIPTION AND RESPONSIBILITIES FOR WELDER**

### **Job Summary**

Position reports to Welding Supervisor and is subordinate to the team leader.

Areas of responsibility include final welding for sub-components.

Duties may include welding outside of designated weld area to meet equipment needs.

Duties may include assembly or subassembly of product when required for proper final welding.

### **Job Duties**

- Final welding of sub-components.
  - Complete final welding activities of sub-components following requirements for welding techniques (critical/structural welds, continuous welds, skip welds, etc.)
  - Consult with Team Leader on nontraditional fabrication requirements and fixtures.
  
- Work with Team Leader and Team Members to meet job requirements, quality standards and schedule dates.
  - Ensure that sub-components are properly welded with quality welds.
  - Identify and/or confirm defective items and report them to the Team Leader for disposition.
  - Maintain accurate time sheet.
  
- Maintain organization in assigned work areas.
  - Ensure organized storage of tools, welding equipment, and supplies. Keep area clear of clutter and other hazards.

- Notify Team Leader of maintenance needs for equipment.
  
- Other activities as directed by Welding Supervisor.

### **Qualifications**

- Ability to read and understand fabrication drawings and specifications from the Engineering Department.
- Ability to give, receive and understand oral and written instructions in **English**.
- Ability to operate forklifts, overhead cranes, welding equipment, pneumatic and electric power tools.
- Understanding of welding techniques and the use and capabilities/capacities of welding equipment and tools.

### **Objectives**

- Weld all sub-components with best effort to meet target dates established with minimal mistakes.
- Identify, recommend and implement new procedures, new tooling/fixtures, and new technology in supplies and equipment in an effort to improve efficiency and/or quality in the welding processes.
- Meet and exceed company policies regarding safety, quality and environmental compliance.
- To continue to develop skills and knowledge increasing employees value to the company.

Ergonomic / Physical Demands Analysis

\*Describe frequency of the activity using the following scale:

**N** = Never

**F** = Frequently (2.5-5.5 Hrs/Day)

**O** = Occasionally (0-2.5 Hrs/Day)

**C** = Constantly (5.5+ Hrs/Day)

<b>Activity</b>	<b>Frequency</b>	<b>Activity</b>	<b>Frequency</b>
Standing	<u>  C  </u>	Reaching – Knee to Waist	<u>  F  </u>
Walking	<u>  C  </u>	Reaching – Waist to Chest	<u>  O  </u>
Sitting	<u>  O  </u>	Reaching – Chest to Shoulder	<u>  O  </u>
Stooping	<u>  O  </u>	Reaching – Above Shoulder	<u>  O  </u>
Kneeling	<u>  O  </u>	Controls – Hand-Arm	<u>  C  </u>
Crouching	<u>  O  </u>	Controls – Foot-Leg	<u>  O  </u>
Climbing Stairs	<u>  N  </u>	Grasping – Simple	<u>  C  </u>
Climbing Ladders	<u>  O  </u>	Grasping – Power	<u>  F  </u>
Climbing Scaffolds	<u>  O  </u>	Twisting – Wrist	<u>  O  </u>
Computer work	<u>  N  </u>	Twisting – Upper Trunk	<u>  O  </u>
Reaching – Below Knees	<u>  F  </u>	Twisting – Lower Trunk	<u>  O  </u>
Lifting <10 Lbs.	<u>  F  </u>	Distance: <u>  3  </u> Ft	
Lifting 10-20 Lbs.	<u>  F  </u>	Distance: <u>  3  </u> Ft	
Lifting >20 Lbs.	<u>  O  </u>	Distance: <u>  3  </u> Ft	
Pulling	<u>  O  </u>	Wt. <u> 50 </u> Lbs. Distance: <u> 10 </u> Ft	
Pushing	<u>  O  </u>	Wt. <u> 50 </u> Lbs. Distance: <u> 10 </u> Ft	
Carrying	<u>  O  </u>	Wt. <u> 10 </u> Lbs. Distance: <u> 10 </u> Ft	