

Job Title:	Metal Fabricator, Level 1	FLSA Status:	Non-Exempt
Department:	Production	Pay:	Hourly
Reports To:	Metal Shop Manager	Supervises:	None

Summary:

The Metal Fabricator is responsible for fabricating exhibit parts based on shop drawings within the standards and directives of the Metal Shop Manager. The main objective is to take raw materials and turn them into finished parts-to take a client's vision and make it reality.

Competency:

The **Level 1 Metal Fabricator** is familiar with and capable of executing the core of their job description. They may be able to mentor others in a few areas. They are capable of independent action, but require supervisor direction and check-ins. They can handle typical work based on the job description and may feel comfortable stepping out of that role to take on other discreet responsibilities. They are learning about the skills and duties of other departments.

Essential Duties and Responsibilities:

- Machining, cutting, and assembling of all material per the drawings and direction from the Lead Fabricator.
- Joins, fabricates, and repairs metal materials by applying the appropriate welding techniques.
- Safely operates metal shop tools such as (but not limited to): drop arm band saw, cold saw, mill, lathe, grinders, stud welders, TIG, MIG, drill press, shear, press brake, plasma cutter, and rotobroach.
- Confirm an understanding of required outcomes with the Lead Fabricator before commencing production.
- Initiate review of exhibit components by the Lead Fabricator on a regular basis
- Pack projects for shipping as directed.
- Perform shop cleanup and basic equipment maintenance daily.
- Work within the budgeted hours.
- Record time accurately in Epicor.
- Accurately document all stock materials used during the manufacturing process.
- Maintain knowledge and skills in all areas of fabrication.
- Report all injuries, potential work area hazards, and unsafe practices immediately.
- Maintain a positive and supportive work environment that encourages the sharing of information and ideas-situational awareness and courtesy for fellow workers.
- Other duties as assigned.

Qualifications Required:

- Basic shop math skills (decimals, fractions, equations).
- Previous experience in an art/production/manufacturing type environment.
- Experience working with a wide variety of materials.
- Experience working from shop drawings and verbal instruction.
- Experience with and proper use of a wide variety of hand and power tools, and ability to read measuring devices.
- Ability to travel out of town, state, and country for extended installations.
- Ability to work beyond normally scheduled hours to include nights, weekends, and holidays.
- Must be able to communicate in both written and spoken form easily and clearly in English.

Qualifications Desired:

- Experience with fabrication/manufacturing, surface finishing and layout, site installation.
- Experience fabricating with steel, aluminum, stainless steel for both interior and exterior designs.
- Experience fabricating with hardwood and plywood for both interior and exterior designs.
- Experience fabricating with plastics for both interior and exterior designs.
- Experience with maintaining/creating aesthetic qualities of a high end finish.
- Ability to work with metric measurements.
- Three to five years of previous experience in a custom fabrication shop.
- High School graduate or GED.

Physical Demands and Work Environment:

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

- *Physical Demands* – 90% of time standing (combined on-site or in shop), 5% in office, 5% on phone or computer; must be able to lift up to 100lbs; bend, stoop, reach, twist, grasp, use of both hands/arms, feet/legs. Employee may be required to operate powered lifts, pallet jacks, forklifts or other specialized equipment after being trained on the use of the equipment.
- *Work Environment* – The shop can be hot, greasy, noisy, dusty, loud, tightly quartered, well-lit, well-equipped and fairly organized; PPE/Safety equipment required for hearing, eye, feet, and respiratory protection. The employee may be exposed to outside weather conditions including humidity, rain and hot and cold temperature extremes.