



Job Title: Production Associate

JOB DESCRIPTION

Production Associate

Summary: An essential manufacturing facility is seeking hardworking and responsible employees desiring to learn skills for a career!

Previous production environment experience preferred. Worked in manufacturing or production before?

We are committed to building a culture that celebrates diversity, success, and innovation. We believe in innovation and are looking for self-starters who can identify ways to improve our business and have an impact – no matter what position you hold.

Schedule: Monday – Friday 1st Shift 5:30 AM - 3:30 PM

Supervisory Responsibilities:

None.

Duties/Responsibilities:

If you have worked in this type of production environment, even if it wasn't for windows and doors, we want to know.

We will train you for this type of work if you have worked in production or manufacturing. We use assistive technology that helps our workers complete the work.

You must be able to lift 50lbs individually or over 50lbs as part of a team but because of our assistive technology and wheeled carts, that lifting is basic and kept to a minimum.

Here's what you will be learning to do if selected. Prior experience a plus!

- Manufacturing of aluminum windows and doors.
- Cutting, machining, punching, assembling, and glazing of aluminum windows and doors.
- Use of CNC
- Cutting and handling of glass in a safe and responsible manner.
- Read, interpret, and understand fabrication reports, technical manuals, cutting lists, and instructions.
- Racking, loading, and unloading of deliveries and dispatch trucks.

ROBERTS

JOSEPH

STAFFING

- Carry out machinery maintenance and perform clean up duties to ensure a safe working environment.

Required Skills/Abilities:

- Ability to follow instructions.
- Ability to work with others cooperatively to reach production goals.
- Ability to act appropriately.
- Arrives to work every day on time and prepared for the workday

Education and Experience:

- High School education, or equivalent
- Previous experience working in manufacturing preferred but not required.

Physical Requirements:

- Working in a fast-paced environment.
- Stands throughout the work shift.
- Must be able to lift to 50 lbs.

Other Duties:

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. Duties, responsibilities, and activities may change at any time with or without notice.