



29 Hawkins Road
 Centreville, NB
 E7K 1A4
 Canada

Phone 506.276.4567
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JOB DESCRIPTION

Job Title	Aluminum Polish Technician / Laborer
Department	Production
Reports to	Production Manager

Position Purpose

Under the direction of the Foreman or Lead Hand, the responsibilities of the Polisher / General Laborer position include polishing aluminum and other material by applying appropriate polishing techniques in accordance with product specifications and production schedules.

Perform work standing up in work cell for 8-10 hours per day and up to 5 days a week. While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance. The employee must frequently lift and/or move up to 50 pounds. Lifting devices must be used or help must be requested for anything over 35 pounds.

Accountabilities

- Operate equipment safely and demonstrate safe work habits.
- Detect faulty operation or defective materials and notify manager.
- Utilize safety equipment.
- Integrates all quality, safety and security policies and guidelines into all day to day activities
- Follow all proper maintenance, sanitation and health and safety protocols at all times (completing preventive maintenance requirements; following manufacturer's instructions; troubleshooting malfunctions).
- Quality control, ensuring aluminum boards and rails are polished correctly.
- Interpret blue print drawings.
- Perform duties in an organized and productive manner in a fast-paced environment.
- Set-up and organize work using appropriate production schedules.
- Set-up and operate cranes, hoists, hand power tools related to the job needs.
- Inspect and correct polished material as necessary to meet quality standards.

- Read, understand, and follow job order specifications, engineering drawings, and/or work orders.
- Willingness to cross-train and perform the work of other job tasks in addition to the primary assigned position.
- All other work as assigned by manager.
- Other duties as assigned.





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Position Criteria

- Familiar with a variety of polishing concepts, practices, and procedures for various metals.
- Ability to understand instructions, read blueprints, and/or other printed instructional material in the polishing of products or parts.
- Ability to lift up to 50 pounds.
- Familiar with the set up and operation of polishing equipment.
- Rely on experience and judgment to plan and accomplish goals.
- Demonstrate willingness to work with others in a team environment.
- Positive, willingness to learn and participate in a changing environment to reach common goals.
- Possesses strong attention to detail and ability to work in a fast-paced environment.
- High School diploma required.
- One - Two years polishing experience or related field an asset.
- Aluminum polishing and heavy equipment manufacturing experience a plus.

