

## ASSEMBLY TECH 1

### JOB SUMMARY

Entry level position. Assists in the installation of wall paneling and trims in the interior of buildings. Requires basic math skills, ability to read blueprints, mechanical aptitude and basic problem-solving ability. Performs multiple routine or semi-complex tasks with limited exercise of judgment. Performs duties under close supervision. Assists more advanced employees in mid-level work for development and training.

### ESSENTIAL FUNCTIONS

1. Ensures that work area and buildings are clean and free of debris.
2. Assists in reading blueprints to determine placement of carpentry components in building.
3. Assists in cutting wall paneling and other carpentry components with various saws.
4. Applies glue to plywood and installs on walls and floor per specifications.
5. Installs various other wall and ceiling paneling with glues and fasteners using hand and power tools.
6. Installs molding and related trim materials to interior of building with fasteners and hand or power tools. Performs other tasks as assigned by crew leader or supervisor.

### SKILLS

1. Must demonstrate basic math skills and the ability to read a tape measure.
2. Must demonstrate mechanical aptitude.
3. Ability to read blueprints.
4. Ability to communicate effectively, both oral and written.
5. Good judgment and attention to detail.
6. Ability to read, comprehend and assimilate information.
7. Ability to maintain satisfactory working relationships and interact effectively with all levels of employees. Must be a team player.
8. Ability to maintain confidentiality of trade secrets.

### MACHINES & EQUIPMENT

1. Saws
2. Fasteners (nails, brads, screws, anchors)
3. Air Guns (nail, brad staple)
4. Drills (Battery, Hammer)
5. Router
6. Ladder

### PHYSICAL REQUIREMENTS

1. Ability to wear personal protective equipment including protective eyewear, hearing protection and steel-toed boots
2. Ability to ascend, descend and work overhead from a ladder
3. Ability to stand for long periods of time
4. Ability to stoop, crouch and kneel to apply paneling
5. Ability to work overhead

6. Ability to use various hand and power tools
7. Ability to lift up to 50 lbs. when moving materials on the job
8. Clarity of vision, with or without corrective lenses
9. Ability to determine and distinguish color

#### **EDUCATION REQUIREMENTS**

Must possess high school diploma or GED

#### **OTHER REQUIREMENTS**

1. Must pass drug screen
2. Must pass criminal background check