**Rush-Co**

**Job Description**

**Job Title: Building Cover Assembler**

**Department: Rushmore Buildings**

**Reports To: Plant Manager**

**SUMMARY**

Primarily tend sewing machines and fabric welder. Cut, sew and weld fabric as needed to construct a building tarp. Utilized in a cross functional roll in all the manufacturing areas as other duties may be assigned.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Read blue print specifications to determine machine adjustments and material requirements.

Acknowledge measurement guides to specified length as indicated by scale, rule, template, or blue prints as coordinated by set-up personnel.

Position work piece against stops or aligns layout marks with glides.

Utilized in other manufacturing areas in the department as needed.

Push button or depress pedal to activate machine.

Weld fabric components together in an efficient and high quality manner.

Observe machine operation to detect work piece defects or machine malfunction and report all non-conformance to department manager or area leader.

Measure work piece dimensions to determine accuracy of machine operation.

Remove dirt, debris and marks from work piece as required.

Perform minor machine maintenance such as oiling machines.

Clean work area, machines, tools and equipment and perform other routine duties as assigned.

Responsible for quality of product that is produced off machines they operate

Responsible for keeping inventory count correct.

Attendance and dependability are essential job functions, you must accurately complete the daily duties assigned.

Other duties may be assigned.

Transfer to other areas when needed or as work requires.

**CERTIFICATES, LICENSES:**

Must be able to pass a forklift certification test and drive a forklift.

**QUALIFICATIONS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE:**

High school diploma or general education degree (GED).

**LANGUAGE SKILLS:**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of employees in the organization.

**MATHEMATICAL SKILLS:**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers,

common fractions**,** and decimals. Ability to compute rate, ratio, and percentages.

**REASONING ABILITY:**

Ability to apply common sense understanding to carry out detailed written or oral instructions.

**PHYSICAL DEMANDS:**

The physical demands 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. While performing the duties of this job, the employee is regularly required to stand/sit; use hands to finger, handle, or feel; reach with hands and arms; walk; climb or balance; and stoop, kneel, crouch, or crawl; talk or hear; and taste or smell. The employee must frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 80 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential function of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts, oils and lubricant. The employee is frequently exposed to risk of electrical shock; and vibration. The employee is occasionally exposed to high, precarious places. The noise level in the work environment is usually loud.

**Signed:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Dated:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**