

**POSITION: Machine Operator Specialist**

**DEPARTMENT: Operations**

**SCOPE OF DUTIES:** Responsible for overseeing the testing and balancing of centrifugal fans. In addition, operate machinery within production environment to produce quality products according to work orders and customer requirements.

**DUTIES/RESPONSIBILITIES:**

- Utilize specialized software to test and balance axial and centrifugal fans
- Write and/or update fan test standard operating procedures
- Safely work with single phase and 3 phase power
- Effectively communicate with purchasing on vendor supplied product
- Operate production machinery per instructions (presses, roll formers, botchers, rotational mold equipment, etc.)
- Optimize equipment performance to meet and exceed standards
- Be open to change and constant improvement of processes
- Read blueprints accurately
- Utilize a tape measure, micrometer, and calipers correctly
- Handled material efficiently and safely

**PHYSICAL DEMANDS:**

- Lift up to 50lbs. at waist level and up to 30lbs. at shoulder level up to an occasional basis when moving products; lift up to 75lbs. at waist level on a rare basis
- Push or pull with up to 75lbs. of force up to an occasional basis when moving products
- Generate up to 75lbs of grip strength up to an occasional basis with each hand while handling products
- Generate up to 15lbs of pinch strength up to an occasional basis with each hand while handling products
- Display average coordination with both hands up to a continuous basis while performing job tasks
- Perform elevated work up to an occasional basis when handling products
- Stoop, kneel or squat up to an occasional basis when handling products
- Reach forward and to the side up to a frequent basis when handling products
- Stand up to a continuous basis and walk up to a frequent basis during the course of each shift
- Able to perform repetitive tasks up to 12 hours per day

**PREFERRED QUALIFICATIONS AND EDUCATION:**

- H.S. Diploma or equivalent
- Knowledge of relevant computer applications: outlook, excel, CAD, Solid Works
- Fork Lift certified or possess the ability to be trained
- At least six months experience in a manufacturing environment
- Ability to follow operating instructions as outlined
- Strong communication skill required
- Attention to detail required
- Ability to Diagnosis/Troubleshoot various issues
- Self-Motivated
- Capable of working alone in a stressful environment
- Open to train in electrical testing and electrical safety procedures
- Must follow all safety rules supported by the facility
- Ability to work with a variety of team members
- Train new team members that work within the fan department