



Job Title:	Production Associate	Supervisor:	Production Manager
Department/Group:	Production	Travel Required:	No
Location:	P1 or P2	Position Type:	Production

Applications Accepted By:

Fax or E-Mail: 417-286-3350 or hr@signfab.com Subject Line: Job Title Attention: Human Resources	Mail: Sign Fab, Inc. Attn: Human Resources 28625 Harvest View Rd. Stoutland, MO 65567
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Job Description:

This is a manual labor position which requires the use of both hands and the ability to lift up to 75 lbs. This position can be fast paced and tedious at times. Most of the work required is completed independently; however you must be able to work as part of a team.

Essential Duties and Responsibilities:

- Entry level production worker in a sign fabrication company
- Assembly of signs
- Wiring of LED Lights
- Wrapping the trim around the letters of signs
- Preforming letters for signs
- Router Operator - Pay for this position will depend on experience

Qualifications and Education Requirements

- High School Diploma/GED
- Must be able to lift up to 75lbs

Job Knowledge, Skills and Abilities

- Must be able to read and interpret drawings and specifications
- This position requires that the person be a highly organized, self-motivated individual who can work as part of a team and individually
- Must have excellent oral and written communication skills
- Must be able to manage multiple tasks and priorities and easily adapt to changing situations
- Must be able to lift up to 75 lbs

Training Requirements

- General Safety
- Quality control
- On the job department training

Physical Requirements

- Above average physical exertion required
- Regularly required to stand, walk and occasionally bend and move about the facility
- Personal Protective Equipment
- Safety glasses are required while performing all tasks
- Hearing protection is required while performing most tasks
- N95 mask is highly recommended while performing grinding and sanding duties

Work Environment

Works in a manufacturing environment
 Exposed to dust, odors, fumes and noises

Additional Notes

Will be required to perform other duties as requested, directed, or assigned by Production Manager, and/or Senior Management

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.