

## **PhiBer Manufacturing**

### **JOB DESCRIPTION**

July 23, 2024

**POSITION TITLE:** Accumulator Assembly Lead

#### **SUMMARY OF THIS POSITION**

Under the supervision of the Bldg. A Production Manager, the incumbent will work individually and with a team to assemble parts and increase the flow of production.

#### **LOCATION:**

The job will be carried out on site in Building A of PhiBer Manufacturing, 108 New Hope Drive, Crystal City, MB R0K 0N0.

#### **OUTLINE OF DUTIES**

- Assemble accumulator and hay tools
  - Certify alignment
  - Make necessary adjustments
  - Install wiring/electrical harnesses
  - Install hydraulics
  - Install cylinders
  - Apply decals
- Final inspection of accumulators and hay tools
  - Test and run the product (run it up)
  - Troubleshoot functional issues/concerns (problem solving)
- Prepare for shipping
- Load equipment onto shipping trailers

#### Line Lead Duties

- Embody company values, vision, objectives and strategies
- Direct and lead team members on assembly duties
- Quality Control
  - Inspect and approve/reject welded and painted parts
  - Conduct QC checks with build sheets
- Train new employees on how to assemble parts
  - Train team members on production Standard Operating Procedures (SOPs)
  - Train team members on production safety policies and guidelines
- Reinforce department plans and priorities
  - Report progress/roadblock to supervisor/manager
- Report quantities on Epicor
- Act as a bridge between team members, and their supervisors/managers
- Responsible to understand and be proficient in the role of an employee

Perform other related duties as requested.

## **SKILLS AND KNOWLEDGE**

### **Basic Knowledge**

The position requires the incumbent to have knowledge of, and experience with:

- General power tool usage
- General electrical and hydraulic skills
- Mechanical skills
- Organization skills
- Prioritization skills
- Self-motivated
- Team oriented
- Leadership Skills

The ability to communicate well both orally and in writing is required.

### **Comprehension and Judgment**

The work requires the ability to solve problems and to make independent decisions on a daily basis. Errors in decision making may cause loss and inconvenience to customers as well as the flow of production.

## **CONTACTS**

The position requires frequent interaction with other employees. Sound judgment, politeness, respect, and courtesy must be exercised at all times.

## **PHYSICAL**

Work requires routine interaction with staff in production, assembly, and administration. Physical effort is required in carrying out related duties such as walking, lifting and moving as the product is prepared for production. Use of a respirator is required.

## **TRAVEL**

N/A

## **REMUNERATION**

This will be an hourly position.

- Wage dependent upon experience and skill.

## **BENEFITS**

This position would have access to

- Health – Comprehensive, includes vision care
- Dental – Basic coverage
- Retirement – Matching DPSP or TFSA, 2-year vesting period
- PPE benefits - \$250/year for full-time employees
- 2 (two) weeks of paid vacation per year