

## **PhiBer Manufacturing**

### **JOB DESCRIPTION**

May 22, 2025

**POSITION TITLE:** General Assembly

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

Under the supervision of the Assembly Supervisor, 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**

- All Employee duties as described in PhiBer's Employee Handbook.
- Assemble PhiBer equipment:
  - Certify alignment
  - Make necessary adjustments
  - Install wiring/electrical harnesses
  - Install hydraulics
  - Install cylinders
  - Apply decals
- Final inspection of equipment:
  - Test and run the product (run it up).
  - Troubleshoot functional issues/concerns (problem solving).
- Prepare equipment for shipping.
- Load equipment onto shipping trailers.

Perform other related duties as requested.

#### **SKILLS AND 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

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 position would 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 - \$300/year for full-time employees
- 2 (two) weeks of paid vacation per year