

Job Description

POSITION DESCRIPTION

Title: Finisher/Labourer
Division: Thordon Bearings
Department: Finishing
Reports To: Senior Manager, Manufacturing & Project Planning
Revision Date: July 24, 2018

Position Purpose and Objectives

The finisher/labourer of Thomson-Gordon, reporting to the Senior Manager, Manufacturing & Project Planning will be responsible for the following.

Position Requirements

- sand & trim parts as required
- package & clean parts as required
- able to use small hand tools
- ability to do deliveries and pickup required when required
- removal of machine shop dumpster
- other tasks as assigned by Senior Manager, Manufacturing & Project Planning or designate

Quality Policy

Goal:

- To provide premium products that meet our customer requirements in an environmentally responsible way.
- To maintain our reputation as the unquestioned worldwide market leaders for the development, design, manufacture, sales, distribution and support of engineered bearings, seals, shaft line products, services and integrated systems.

It is the policy of Thordon Bearings Inc. to:

- Develop, design, manufacture and market environmentally responsible products that meet customer's requirements and intended use.
- To continually improve the products as well as the processes and services used to deliver them to our customers.
- To be recognized as providing products and service standards which lead the industry.
- To clearly understand our customer's technical and commercial needs and to satisfy those needs with the solution best suited to them.

Health & Safety and other Corporate Values

TBI is fully committed to providing a safe and healthy workplace that complies with all applicable standards and regulations for our employees and anyone that may attend our facilities worldwide. The employee shall:

- Adhere to the OSH Act, the regulations, guidelines and the Company rules as they relate to Health and Safety
- Abide to Company's Policies and Procedures, and use the Corporate Values and Culture as a guide for business growth
- Be familiar with handling materials and equipment used in daily activities
- Be aware of possible hazards in an industrial setting
- Act quickly in reaction to situations, following the instructions in the Company's Health and Safety Program

Knowledge, Skills and Abilities Required

- able to use small hand tools
- valid driver's License required
- must be physically fit
- able to read basic blueprints
- hand & power tool experience required
- tow motor experience
- team player
- willing to work overtime if required
- willing to work shift work if required

Supervisory Responsibility

None

Physical Demands

While performing the duties of this job the employee is regularly required to sit, stand, walk, and talk or hear. This employee is also subjected to lifting and bending – approx. 75% of the day.

Working Conditions

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job the employee is subject to the conditions of a manufacturing environment such as: dirt, noise fumes, heat and outside weather conditions.

Minimum Qualifications

1-3 years manufacturing experience

Competencies Required for Success

Competent in required job skills and knowledge

Keeps others adequately informed

Resolves problems in early stages

Exhibits sound and accurate judgment

Includes appropriate people in decision-making process

Adapts to change in the work environment

Accepts criticism and feedback

Prioritizes and plans work activities

Uses time efficiently

Reacts well under pressure