

POSITION DESCRIPTION for MANUAL WELDER

IDENTIFYING INFORMATION

Job Title: Manual Welder

Regular Hours: M-F; 6:00AM to 2:30PM

Department: Operations

FSLA: Non-Exempt

Reports To: Business Development Manager

Effective Date: Jan. 2021

POSITION SUMMARY

PRIMARY FUNCTION

The primary responsibility of the Manual Welder is to inspect, build, weld, and test custom fabricated assemblies using customer required products as well as Swagelok products. This role is responsible for all equipment maintenance and upkeep, as well as identifying and acquiring new equipment as needed. A welder must demonstrate welding and inspection knowledge that allows them to work from general instructions, shop drawing, fluid system schematics, P&ID, blueprints, and diagrams.

Essential to success in this position is for the Manual Welder to develop and maintain an extensive knowledge of Swagelok products and services, and be able to effectively communicate it to others

The Manual Welder must operate welding & Inspection equipment within Swagelok Northern California Facilities.

YOUR NUMBER

For each position, Swagelok Northern California utilizes one key metric to drive success and provide clarity in decision-making. The key metric for this position ensures our Fabrication strategies to meet and exceed our Customers' Requirements: 0 (Zero) number of incorrect builds.

DUTIES AND RESPONSIBILITIES

- Read blueprints and/or drawings and take or read measurements to plan layout and procedures
- Determine the appropriate welding program and method based on requirements
- Operate Inspection equipment according to proper sequence of events to ensure the components are welded according to specifications
- Align components using calipers, rulers, and other tools as well as clamp pieces
- Perform visual examination of welds, including the use of a Borescope
- Make sound decisions, on his/her own, when making needed adjustments
- Perform to the safety and housekeeping standards in this area, including daily and weekly equipment maintenance
- Use the necessary controls for weld parameter adjustments
- Accurately adjust torch, gas lines and fixturing including Internal Purging of SST Tubing
- Make accurate speed settings
- Perform the required in-process inspections using knowledge of geometrical tolerancing
- Use shop geometry and complex gages required for current parts, including use of the comparator
- Identify the electrode that needs to be changed as needed
- Change routine tooling

POSITION DESCRIPTION for GTAW Manual Welder

- Set up and operate weld and Inspection equipment with minimal assistance
- Clean/Inspect welding equipment accessories
- Recognize and comply with all applicable Swagelok procedures
- Understand QN (Quality Notification) paperwork and procedure
- Use PVD (Primary Visual Display) and schedule boards
- Understand standard work and work flows

EDUCATION AND EXPERIENCE

EDUCATION & CERTIFICATIONS

- High school or equivalent (required)

WORK EXPERIENCE

At least seven years Gas Tungsten Arc Welding (GTAW) experience with Stainless Steel (required)

SKILLS & COMPETENCIES

- Ability to learn multiple types of welding and test equipment (Swagelok power supplies, Swagelok standard/micro weld heads, dual/single chuck weld lathes, leak detection equipment, bore scope, Comparator, buffing wheels, and appropriate inspection gages).
- Basic understanding of manufacturing prints and products
- Basic computer skills
- Basic shop math – ability to do simple calculations such as stack-ups
- Mechanical aptitude
- Knowledge of how to purge & pressurize systems
- Understanding of gages including calipers, go/ no-go.
- Print reading ability is required.
- Troubleshooting and ability to engage with Quality / Engineering
- High attention to detail that is balanced by the ability to meet production demands.

ESSENTIAL VALUES FOR SUCCESS AT SWAGELOK NORTHERN CALIFORNIA

- **Respect.** Create an environment where people are trusted, respected, and treated fairly.
- **Innovation.** Challenge conventional wisdom to create new value for the customer.
- **Customer Focus.** Create value for the customer in order to create value for Swagelok.
- **Integrity.** Choose to do the right thing with courage and character.
- **Quality.** Provide high value and high performance in our products, processes, and services.
- **Continuous Improvement.** Consistently do things better to enhance safety, savings, and productivity.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

- Required to communicate with various stakeholders

POSITION DESCRIPTION for GTAW Manual Welder

- Required to read and view a computer screen
- While performing the duties of this job, the noise level in the work environment is typical of an office, production or warehouse setting.
- Good vision: Must be able to sustain effective visual inspection over an 8-hour shift.
- Must be able to pass pre-employment and annual Vision Acuity tests
- Lifting: May be lifting up to 25lbs. frequently
- Manual dexterity: Must demonstrate manual dexterity required to properly handle products and gages
- Sitting/ Standing: May be required to sit or stand 8 hours per day.
- Must be able to move throughout the shop floor to gather samples, move parts, etc.