

POSITION DESCRIPTION

Roof Truss Division

Positions include:

Timber pickers, Jig Setters, Jig Operators, Forklift Drivers, Web Cutters, Sawyers, Ancillary pickers

PURPOSE OF THE POSITION:

To effectively and responsibly undertake the duties as required for each specific position as part of a team to complete paperwork prepared by roof truss detailers for the preparation, manufacture and completion of roof trusses for MB Pre-Fab Framing. To assist with other duties and / or overlap in duties as directed by your Foreman.

POSITION REPORTS TO: Roof Truss Foreman

KEY RESPONSIBILITIES:

DUTIES

Timber picker: Picks out the lengths, grades & quantities of timber required in each job. This person is the first line of defence in picking only the best timber available. Timber is bundled up on job trolleys, ready to go to the saws.

Jig Setter: Sets the jig to the shape of the roof truss that is to be made. After a while most operators / assemblers can set a jig.

Jig Operator / Assembler: Assists the jig setter in getting the cut material and plates to the jig and then assists in assembling of the truss. They then stack the trusses on trolleys, identify each truss by marking and strap them up for lifting into the storage yard or onto trucks. They also have to have an understanding of cambers in trusses.

Forklift drivers: These people have to be licensed and capable of performing a number of tasks. Moving laden trolleys, loading and unloading trucks, communicating with the office staff in relation to the order of deliveries and moving stock.

Web cutters: Drop saws, pop up saws and docking saws are used to cut the small webs for jobs; they are marked and stacked on trolleys ready for each jig. Operators have to be aware of the order they are to go in.

Sawyers: Duties are similar to that of web cutters however computerized saws are used for cutting. Information is downloaded from the office area and the operator must be capable of reading the information. Operators also have to be aware of the time table to have the product cut and sitting in front of the jigs for manufacturing.

Ancillary pickers: These are lines such as multi grips, wall brackets, truss ties, speed brace, bottom chord temporary bracing, girder brackets and associated products required to complete the job on site. Items are boxed up and identifying marks are placed on each box for the delivery person.

PERSONAL REQUIREMENTS:

- Enjoy practical and manual work
- Physically fit
- Good eyesight
- Good hand-eye coordination
- Able to carry out repetitive tasks quickly and methodically
- Able to work as part of a team
- Able to read instructions
- Safety conscious.

OCCUPATIONAL HEALTH & SAFETY STATEMENT

Assist M.B. Pre-Fab Framing to create a safe and healthy working environment by working safely, using equipment provided and following instructions given for health and safety purposes and immediately reporting any unsafe working practices or hazardous working conditions.

I certify that I have read this Role Description and have the personal requirements to carry out these duties contained herein.

EMPLOYEE SIGNATURE: _____ DATE: _____

