

POSITION DESCRIPTION

Wall Frame Division

Positions include:
Plate Marker & Cutter, Component Operator, Stud Nogg Operator,
Jig Operator & Finishing Table Operators.

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 wall frame detailers for the preparation, manufacture and completion of wall frames for MB Pre-Fab Framing. To assist with other duties and / or overlap in duties as directed by your Team Leader.

POSITION REPORTS TO: Team Leader

KEY RESPONSIBILITIES:

DUTIES

Team Leader: This position is similar to that of a foreman, except they are intricately involved in the actual operations of the work on the floor. The team leader is the link between the office and the factory. They liaise with the Detailers to make sure jobs are done in order to meet the delivery dates. They are responsible for the people on the floor doing their job correctly and meeting those deadlines. Ensuring employees meet OH&S requirements is part of the Team Leaders role. Team leader reports to wall detailer supervisor.

Plate Marker & cutter: They are responsible for having the correct grades, species and lengths of plates (top and bottom plates) for the walls and in the order of each wall. They will put them on trolleys or slides beside the jig. They too have to keep in front and be aware of the jigs production.

Component Operator: They are responsible for making up the window frames and the door frames ready to be slotted into the frame in the jig. They too have to keep in front and be aware of the jigs production.

Stud Noggging Operator: They put the noggs onto the studs prior to them going to the jig. They will stack them on specially made trolleys and they are wheeled to the jig in order of use. They have to keep in front of the jigs production, to be able to keep the jig going at its maximum capacity.

Jig Operator: They set the jig and then set the plates in position, start placing the studs in position, then put the components in the required areas and nail them off. Once this has been done they send the wall down to the finishing table via rollers.

Finishing Table: They will nail off the nogg to the next stud, put in any short noggs if required, cut in steel bracing and nail on the required stud ties. Once this has been done the wall is stacked and strapped ready for loading.

Sawyers: They are similar to the truss sawyers as far as their duties and responsibilities are concerned, but they would be cutting studs and could be using computerized saws. These are down loaded from the office area and they must be capable of reading the information. They also have to be aware of the time table to have the product cut and sitting in front of the jigs for manufacturing.

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: _____

