

Patterson Pump Co

Cleaning Room Grinder

Department: Machine Department

FLSA Status: Non-Exempt

Grade/Level: 3

Job Type: Regular

Work Schedule:

8 hours/day, 40 hours/week. Overtime may be required.

Job Status: Full Time

Reports To: Machine Shop Manager

Amount of Travel Required: None

Positions Supervised: None

POSITION SUMMARY

Grind, sand, or polish, using hand tools or hand-held power tools, a variety of metal. Includes grinders, buffers, and files.

ESSENTIAL FUNCTIONS

Reasonable Accommodations Statement

To accomplish this job successfully, an individual must be able to perform, with or without reasonable accommodation, each essential function satisfactorily. Reasonable accommodations may be made to help enable qualified individuals with disabilities to perform the essential functions.

Essential Functions Statement(s)

- Grind, sand, clean, or polish objects or parts to correct defects or to prepare surfaces for further finishing, using hand tools and power tools.
- Mark defects such as cracks, holes, and splits for repair.
- Select files or other abrasives, according to materials, sizes and shapes of workpieces, amount of stock to be removed, finishes specified, and steps in finishing processes.
- Measure and mark equipment, objects, or parts to ensure grinding and polishing standards are met.
- Verify quality of finished workpieces by inspecting them, comparing them to templates, measuring their dimensions, or testing them in working machinery.
- Record product and processing data on specified forms.
- Trim, scrape, or deburr objects or parts, using chisels, scrapers, and other hand tools and equipment.
- Remove completed workpieces from equipment or work tables, using hand tools, and place workpieces in containers.
- Load and adjust workpieces onto equipment or work tables, using hand tools.
- Transfer equipment, objects, or parts to specified work areas, using moving devices.
- Study blueprints or layouts to determine how to lay out workpieces or saw out templates.

- Apply solutions and chemicals to equipment, objects, or parts, using hand tools.
- Repair and maintain equipment, objects, or parts, using hand tools.
- Sharpen abrasive grinding tools, using machines and hand tools.
- File grooved, contoured, and irregular surfaces of metal objects, such as metalworking dies and machine parts, to conform to templates, other parts, layouts, or blueprint specifications.
- Fill holes or imperfections in castings with concrete.
- Clean particles from files by drawing file cards through file grooves.
- Comply with established safety policies and procedures. Wear required Personal Protective Equipment as directed. Use appropriate tools designed for their specific job tasks. Provide feedback related to hazard assessments and/or accident investigations.
- Must be able to safely operate an overhead crane.
- Act in accordance with Patterson's Company policies (ex. Harassment, Equal Employment Opportunity, Ethics, etc.).
- Regular attendance at work is an essential function of the job.

POSITION QUALIFICATIONS

Competency Statement(s)

- Autonomy - Ability to work independently with minimal supervision.
- Motivation - Ability to inspire oneself and others to reach a goal and/or perform to the best of their ability.
- Goal Oriented - Ability to focus on a goal and obtain a pre-determined result.
- Communication, Oral - Ability to communicate effectively with others using the spoken word.
- Working Under Pressure - Ability to complete assigned tasks under stressful situations.
- Safety Awareness - Ability to identify and correct conditions that affect employee safety.
- Relationship Building - Ability to effectively build relationships with customers and co-workers.
- Organized - Possessing the trait of being organized or following a systematic method of performing a task.
- Ethical - Ability to demonstrate conduct conforming to a set of values and accepted standards.
- Detail Oriented - Ability to pay attention to the minute details of a project or task.
- Applied Learning - Ability to participate in needed learning activities in a way that makes the most of the learning experience.
- Accuracy - Ability to perform work accurately and thoroughly.

SKILLS & ABILITIES

Education: High School Graduate or General Education Degree (GED): Required

Experience: None

Computer Skills:

**Certifications &
Licenses:**

Other Requirements: Perform all other duties as required by supervision.
Overtime as required.

PHYSICAL DEMANDS

N (Not Applicable) Activity is not applicable to this position.
O (Occasionally) Position requires this activity up to 33% of the time (0 - 2.5+ hrs/day)
F (Frequently) Position requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)
C (Constantly) Position requires this activity more than 66% of the time (5.5+ hrs/day)

Physical Demands

Stand	O
Walk	O
Sit	F
Manually Manipulate	F
Reach Outward	F
Reach Above Shoulder	O
Climb	N
Crawl	N
Squat or Kneel	N
Bend	O
Grasp	F
Speak	O

Lift/Carry

10 lbs or less	O
11-20 lbs	O
21-50 lbs	N
51-100 lbs	N
Over 100 lbs	N

Push/Pull

12 lbs or less	O
13-25 lbs	N
26-40 lbs	N
41-100 lbs	N

Other Physical Requirements

- Vision (Near, Distance, Color, Peripheral, Depth)
- Sense of Sound - Normal
- Sense of Touch
- Ability to wear Personal Protective Equipment (PPE) - Foot, eye, ear, hand PPE.
- Grinding Shield

WORK ENVIRONMENT

Manufacturing shop floor environment. Cold in winter, hot in summer.

The company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the company reserves the right to change this job description and/or assign tasks for the employee to perform, as the company may deem appropriate.