



Job Title:	Hot Straightener Operator	FLSA Status:	<i>Non-Exempt</i>
Department:	Operations	Date Created:	October 2017
Reports To:	Lead	Reviewed By:	Asst. Ops Manager

POSITION SUMMARY:

Position is responsible for operation of hot straightener, daily maintenance work, and changing tools.

RESPONSIBILITIES/ACCOUNTABILITIES: All personnel are responsible for meeting the Quality Objectives in their position/department. *Other duties may be assigned beyond the core responsibilities/accountabilities listed below.*

1	25%	Operating and controlling of hot straightener, and monitoring the straightening process.
2	15%	Operating computer automated machinery and equipment.
3	15%	Recording and maintaining Pipe Temperature at Straightener Records.
4	15%	Regulating the angle and production parameters of straightening roller.
5	10%	Knowing the straightening quality from concentricity position and timely adjustment.
6	10%	Routine checking of hot straightener, cooperating with the equipment department to do periodic and urgent repairs of the equipment.
7	10%	Equipment adjustment and tool changes, adjusting process parameters correctly, equipment maintenance and repairs.

QUALIFICATIONS: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The qualifications listed below are representative of the knowledge, skill, and/or ability required.*

1. High School Diploma or GED.
2. Valid Texas Driver's License.
3. Experience in mechanical, industrial or related work preferred.
4. Forklift and overhead crane operations experience preferred.
5. Valid U.S. Passport preferred.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to effectively deal with other people, especially other Company personnel, to enlist needed cooperation in implementing regulatory requirements
- Ability to work various shifts.
- Must have a team player attitude and have a commitment to SAFETY.
- Knowledge of compiling reports and ensuring compliance.
- Requires, at all times, wearing protective and safety equipment.

- Ability to effectively use a computer for data entry, reporting and word processing.
- Must have an aptitude for electronics and computer based systems.
- Applicant should have knowledge and should be skilled in this field through education and work experience.

PHYSICAL REQUIREMENTS:

- You must have visual acuity in at least one eye capable of reading the Jaeger J1 test chart, or equivalent, at a distance of not less than 12 inches (30.5 cm).
- You must be able to differentiate between the colors in the color perception examination.
- Ability to work in heat, cold, dust, noise/vibration and confined space and hazardous conditions.
- Ability to work in a high temperature environment, working high above the ground and work in outdoor environment.
- Normal physical activity includes frequent sitting, standing, and walking in a usual workday.
- Requires frequent bending, stooping, squatting, kneeling, crawling, climbing a ladder and stairs, and reaching above shoulder level.
- Requires employee to occasionally lift and carry heavy objects weighing 50 – 100 lbs.
- Requires retrieving files by pulling out and pushing in potentially heavy filing cabinet drawers and other objects.

TRAINING EXPECTATIONS:

- Upon hire, employee will receive necessary rules and regulations.
- Every year in this position staff will attend training and continuing education as required for the position.
- Everyone is responsible for safety.

SIGNATURE: _____ DATE: _____
Employee

COMPETENCY:

The above employee has demonstrated the capability to satisfactorily perform the responsibilities of this position after the 90-day Introductory Period.

APPROVAL: _____ DATE: _____
Department Manager/Supervisor