



Position Description – Sheet Metal Operations

Reports to:

Manufacturing Manager

Purpose of the Role:

Responsible for all sheet metal and steel fabrication including painting and powder coating.

Key Responsibilities:

- Monitors the stock levels of enclosures, brackets and other items that are required on a regular basis & agrees on the quantity to produce with managing director
- Completes a weekly raw materials and consumables required form
- Powder coating operations and area
- Assists with large incoming goods receiving and unloading
- Maintenance and use of the forklift & refuelling
- Maintenance of sheet metal & compressor machinery, monthly/annual
- Clean & organise sheet metal area weekly & arranges for scrap recycling
- Steel rack
- Ensure areas are orderly at the end of each day, including sweeping the floor weekly, returning tools & equipment daily, emptying bins daily.
- Vacuum areas of dust general clean
- Remove formed sheet metal from around machines
- Deliver finished powder coated items to areas where they are stored
- Reporting on any maintenance or equipment issues.

Experience & Knowledge Requirements:

- Sheet metal trade qualification
- Minimum 5 years industry experience in a sheet metal shop
- Ability to work independently and prioritise jobs to meet production requirements
- Good communication skills with other factory team members