



JOB TITLE: Glass Technician

DEPARTMENT: Glass Painting Department

MANAGER: Randall Relick

FLSA: Non-Exempt **Job Status:** Full Time Safety Sensitive Job **Grade:** C

JOB DUTIES & RESPONSIBILITIES: Include the following, as well as other duties that may be assigned.

Responsible for the overall operation of the glass paint/washing machine.

What You Will Be Doing:

- Mix and fill paint tanks for the glass painting machine.
- Adjust paint guns and machine settings to recommended settings.
- Adjust the glass washing machine to recommended settings.
- Briefly inspect glass for chips and scratches on the surface and edges, etc. before the glass is placed in the glass washing machine.
- Position glass in the glass washer and begin wash cycle.
- Thoroughly inspect glass after the wash/rinse cycle is complete.
- Visually inspect glass as the paint machine runs through its paint cycle and adjust the settings as necessary.
- Thoroughly inspect the painted piece of glass to specifications.
- Unload painted piece of glass and position on the drying racks.
- Follow and ensure others are following company policies, core values and safety/quality procedures and standards.
- Responsible for maintaining clean area and follow 5 "S" principles, inventory control and posting of WIP and Finished Goods.
- Work company assigned hours for the position and additional hours if needed (regular and predictable attendance is required).
- Other duties as assigned.

Qualifications: Must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education & Experience:

High School Diploma or GED required and good math skills (proficient in math).

One to two years of manufacturing experience and general knowledge of paint spraying and experience is required.

Knowledge and Competencies: The following key competencies represent qualities, traits and behaviors that a successful employee will exhibit. This list is not exhaustive, as other qualities, traits and behaviors are desired:

