



Job Title:	Welder/Fabricator
Department/Team:	Operations - Workshop
Reports To:	Workshop Supervisor
Location:	Chiswick Avenue, Mildenhall (full time on site)
Date:	May 2023

### Job Purpose

Welding and Fabrication of steelwork products

### Key Responsibilities

#### Health and Safety

- Adhere to all health and safety practices and procedures across production and the business.
- Attend Toolbox Talks to keep up to date with any changes to health and safety legislation, process and/or policy.
- Report any health and safety concerns or incidents and accidents.
- Maintain correct Personal Protective Equipment (PPE) needed for the role, reporting any defects or additional PPE that may be needed.

#### Production and Quality:

- Follow and interpret technical drawings and cutting lists.
- Cut and fabricate steel accurately to technical drawings and BSEN1090 standard.
- Set up MIG welders to undertake a range of different welds dependent upon materials and design.
- Assist with the preparation of products for galvanising.
- When needed, assist with fitting of handrails and gratings on casted products.
- Work with and have good relationships with all stakeholders to support team productivity, product development and quality.
- Undertake a first quality check on products and report any quality defects or concerns to the Team Leader, Supervisor and Quality team.
- Advise the Team Leader, Supervisor and Office Team of any issues with drawings and cuttings lists which may delay production.
- Maintain an adequate stock level within department, advising the Supervisor or Team Leader when additional stock may be needed.
- Use tools and equipment in safe manner, ensure that all tools and equipment are stored safely and in the correct place. Metalworking equipment includes hydraulic press, cropper, pillar drill, band saw, belt grinder, metal roller, and bender.
- Maintain a clean and safe working area, ensuring that the yard, workshop and factory are kept tidy at all times.
- Share knowledge and experience with new employees and colleagues working in department as part of the JKH rotation programme.
- Complete all paperwork required for BSEN1090 compliance.
- Assist with the loading and unloading of lorries, log goods (such as steel) that are delivered and ensure they are stored in the correct place.



#### Other:

- Be an ambassador for JKH's brand and values – demonstrate the company values through behaviour and ways of working:

**Integrity** – *Act with honesty and deliver on promises. Maintain strong moral principles at all times regardless of who is watching.*

**Accountability** – *Safety is the priority, don't cut corners. Everything is done to the highest standard and always look for what can be improved. Take ownership of tasks and do not walk past a problem expecting the next person to deal with it.*

**Collaboration** – *Co-operate with others to achieve team goals. Treat everyone with respect and provide support where you can.*

- Undertake any training and development as required by the business.
- Attend meetings as required by the business.
- Undertake ad hoc projects as required by the business.
- Any other duties as required by the business.

#### **Knowledge, Experience and Technical Skills**

- Qualified MIG Welder and Fabricator with relevant experience
- City and Guilds Level 2 qualification in Metal Inert Gas Welding or an equivalent qualification (preferable).
- Experience working in a production/manufacturing environment producing high quality products - working with concrete products is desirable.
- Experience of working with technical drawings and cutting lists
- Ability to fabricate steelwork to BSEN1090 standard.
- Experience operating a range of metalworking equipment.
- Excellent communication skills, good attention to detail and ability to follow instruction and guidance effectively.
- Have a proactive continuous improvement mindset
- An enthusiastic engaged attitude and eagerness to help JKH to continue to grow as a business.

#### **Person Specification**

- Role Model behaviour – lead by example, follow and reinforce JKH's values
- Be positive and encourage other team members
- Reliable and conscientious – good time keeping and taking time to produce high quality products
- Flexible and adaptable – able to work across all departments and undertake a wide range of tasks
- Receptive to new ideas and have the ability to listen
- Problem solving skills and Continuous Improvement Mindset
- Ability to raise concerns in a clear and objective manner
- Accepts personal responsibility to make things happen
- Earns credibility and trust
- Ability to work as part of a team and develop good working relationships with all stakeholders