

GYFORD DÉCOR

Location for this position:

Gyford Décor
850 Spice Islands Drive
Sparks, NV 89431

Title: Assembly Technician

Reports To: Machine Shop Supervisor

Work Hours: Monday through Friday 7 a.m. to 3:30 p.m. (1st shift)

Primary Purpose: To work as a Fabrication Shop team member involved in all projects as assigned – including the fabrication, assembly of custom sign frames and a variety of custom extrusions to meet customer requirements. To also assist internal customers with questions regarding orders.

Expected Attributes of Employees:

- Positive attitude with a high level of accountability, personal drive, ambition, integrity
- Ability to communicate at the most direct level with supervisor and co-workers

Qualifications:

- Ability to work independently on assigned projects, meets expectations/deadlines accordingly, and communicates effectively.
- Strong attention to detail regarding our quality and safety standards.

Primary Duties & Responsibilities:

- Assembly of prefabricated components to produce finished product/kits as determine by work order.
- Use of fixtures and jigs used to align and locates components for gluing and assembly.
- Occasional operation of fabrication shop equipment such as cutoff saws, punches, drill presses, iron workers and forming machines to cut, shape and bend aluminum extrusion for custom signage.
- Read and interpret shop orders and drawings for specifications to determine material, color, size, fixtures required for fabrication and ability to make adjustments such as set stops to specific lengths.
- Ability to read measuring tools such as a tape measure and calipers.
- Complete all tasks assigned with attention to detail and quality. Accept or reject materials based on set quality standards, ask for clarity if unsure.
- Inspect work-in- process and finished units to ensure compliance with quality standards.
- Actively participate in problem solving and continuous improvement.
- Meet set/required deadlines on all projects. Communicate any issues that would prevent meeting a deadline.
- Follow expected procedures and assignments to ensure the Fab Shop remains clean, orderly and organized at all times.
- Complete all other projects and tasks assigned by supervisor.

We believe that people have always been and will continue to drive the success of our company. If this sounds like the opportunity for you, we invite you to submit your name for consideration.

Please send resume and salary requirements to: hhough@rowmark.com