



## **Job Description: Powder Coater**

**Purpose:** It is the responsibility of the Powder Coater is to clean and powder coat all wrought iron projects in the shop or in the field.

**Work Schedule:** Start time is 7:30am – 3:30p (hours may vary)

**Essential Skills:** (may include but are not limited to the ability to)

- Ability to use and operate respirators
- Must be people orientated
- An understanding of powder coat materials and applications
- Punctual and reliable in work and attendance

### **Primary Duties and Responsibilities:**

- Prepare powder coat materials according to instructions.
- Check all work before powder coating for correct preparation and to make sure you have all of the necessary information and materials need to properly complete the job.
- Follow all instructions and teaching concerning the mixing of paint materials and the applications of those paint materials exactly as you are instructed. Do not delete, change, or try to take short cuts.
- Check and re-check all cleaning, prep priming, drip-check, top-coating performed by helpers and yourself to eliminate any problems and to maintain work of the highest quality.
- Maintain schedule provided to you each morning by the Paint Department Supervisor/Foreman at all times.
- Document all labor time with correct PO# on time cards and turn in daily to the Paint Department Supervisor/Foreman for approval.
- Do everything possible to protect the property around and near your work area.
- Document all completed product ready for install and turn in forms daily to Production Manager by 3:00 pm daily.
- Organize all flow, staging and shipping of product.
- Yard organization, housekeeping, and lay-down areas to be maintained at all times. Keep organized.
- Maintain an active list of all wrought iron in staging area and used wrought iron area to coordinate with install schedule.
- Coordinates with Shop Foreman on fabricated jobs.
- Responsible for all product paperwork for paint and powder
- Log and label all powder coat materials for specific jobs with job name and PO# as they arrive
- Verify all locations of powder coat department and job site are kept clean and free from hazards
- Maintain professional appearance in shop, on road, and on the job site

- Other duties as assigned

**Essential Qualifications:**

- High school degree or equivalent
- A current and valid driver's license
- Clean driving history

**Physical Requirements:**

- Occasionally stoop, kneel or crouch
- Climb stairs
- Use hands and arms to reach for, grasp and manipulate objects
- Ability to stand continuously for long periods of time
- Physical stamina to carry out all daily chores required to fulfill job responsibilities

**Personal Protective Equipment:**

- Safety glasses
- Gloves
- Steel toe boots

**Environment:** Field construction work is performed outside so exposure to all types of weather conditions, including extreme heat and cold, is common.