

MORTON MANUFACTURING

"Quality Aerospace Fasteners"



JOB DESCRIPTION	
Job Title: Heat Treat Technician	Reports to: Heat Treat Supervisor
Department: Heat Treat	FLSA: Hourly
Approved by: Human Resources	

Position Overview

A Heat Treat Technician shall have a thorough knowledge of all thermal treatment related processes and procedures. This includes operation of furnaces, data collection and pyrometer.

Essential Job Functions and Responsibilities

- Monitoring the argon gage at each furnace, and the level of bulk supply tank.
- Monitoring the water cooling system for the furnaces (pumps, hoses, water pressure etc.).
- Monitoring quench oil levels and temperatures.
- Operation of hardness tester including performing the calibration check on the machine, and processing the specified sample size for each lot of parts that are run and recording the required data in the logbooks.
- Performing weekly leak checks, SAT's and dew point checks.
- Monitoring supplies; charts, pens, gloves etc.
- Checking all incoming orders to verify the proper sequence of thermal treatment operations.
- Record keeping. This includes, furnace charts, cert.'s and all related documents. All must be legible.
- Getting information on "qualification" of thermal processing to establish proper time and temp. This includes working with quality department and engineering department and tool room personnel.
- Ensure that all processing requirements are completed correctly for each work order processed.

Scope

- This positions reports to Heat Treat Supervisor and does not have any direct report.

Requirements / Qualifications

- Must be 18 years of age or older.
- High School Diploma / GED.
- Ability to read and understand written instructions. A willingness to perform the physical functions required.
- Positive attitude and readily volunteers assistance and seeks training opportunities.

Preferred Qualifications

- Knowledge of the accepted practices, processes, materials and tools of the maintenance trade.
- Knowledge of electric motors, generators, pumps, pressure systems, water systems and other equipment and systems found in manufacturing facilities.
- Knowledge of the proper use of chemicals.
- Heat treat experience/knowledge a plus.

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Physical Requirements

- The job duties require Standing, stooping, bending, squatting, sitting, and walking. It requires bending, reaching, kneeling and standing for extended periods of time. Must be able to walk and lift and carry parts other items weighing up to 40 pounds.

Work Environment

- Primary work is done under machine shop conditions. Noise level is high. Employee is exposed to chemicals, moving machinery or equipment.

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as assigned to meet the ongoing needs of the organization.

ADA Statement

The Company is committed to providing reasonable accommodations for persons with disabilities upon request of the individual. Individuals with disabilities requiring an accommodation should contact the Human Resources Department

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

It is the policy of the Company to afford equal employment opportunity to all individuals, regardless of race, creed, color, religion, gender, national origin, ancestry, age, marital status, veteran status, disability, medical condition (as defined by California Government Code section 12929), gender identity or sexual orientation.

The Company's commitment to equal opportunity is applied through every aspect of the employment relationship, including, but not limited to, recruitment, selection, placement, training, compensation, promotion, transfer, termination, and all other matters of employment.

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The above statements describe the general nature and level of work being performed by people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required by employees in this position. Employees are expected to be flexible and responsive to changes in the scope of their duties. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the company. All employees are expected to be familiar with and adhere to Morton Manufacturing Personnel Policies & Procedures.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Acknowledged and Received:

Printed Name

Date

Employee Signature