THERMO BOND BUILDINGS	JOB DESCRIPTION ASSEMBLY 1	TBA-HR-FJ-033

REPORTS TO:	Assembly 3	PAY:	Hourly
POSITION	Full Time	FLSA CLASS	Non-Exempt
DEPARTMENT	Assembly	SHIFT	Day

JOB SUMMARY:
Assembly 1 employees report to Assembly Lead for work assignments. Assembly 1 duties will include but are not limited to completing daily production as assigned by Assembly Lead, working in a team setting, running basic power tools, and producing a quality product.

QUALIFICATIONS:
Assembly 1 employees will have the ability to work the scheduled hours. They will be able to read a tape measure, follow written and verbal directions and be able to work outdoors when required in all types of weather.

SUPERVISORY RESPONSIBILITIES:
- None

ESSENTIAL FUNCTIONS:
- Follow instructions from Assembly Lead and Supervisor.
- Insulate walls with fiberglass insulation.
- Caulk interior and exterior.
- Shim installation
- Learn to operate company tools including but not limited to framing nail guns, lag guns, and caulking guns.
- Work irregular hours and overtime when required.
- High safety considerations.
- Create a welcoming environment.
- Bring a positive attitude each day.
- Other duties as assigned.

REQUIRED SKILLS / ABILITIES

The Assembly 1 employee is expected to work with minimal supervision and a customer centered focus and initiative to proactively address issues which may affect Safety, Quality, Efficiency and Productivity to prevent personal injury, property damage, increased cost, or loss of revenue to TBB.

TRAVEL, HOURS OF WORK, & SUPERVISION:
This position normally requires the individual to be physically present at one or more TBB manufacturing location Monday through Friday as deemed necessary. This position will report to Assembly Lead.

CERTIFICATES, LICENSES AND REGISTRATIONS:

- None.

EDUCATION AND EXPERIENCE

- 0-24 months in manufacturing or construction preferred.

PHYSICAL REQUIREMENTS (including but not limited to):

- Regularly able to work a 12-hour shift standing/walking.
- Regularly able to climb ladders repetitively.
- Regularly able to bend, crouch, twist, pull.
- Regularly able to lift/carry 80 lbs.
- Regularly able to work at a desk for short periods of time.
- Regularly able to work in all types of weather.

Revision Date	Author	Description
2/15/2023	SR	Original Release
4/15/2024	KE	Job Duties and experience updates
6/26/2024	ML	Updated Essential Functions