



## Automotive Assembler

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### **Summary of Job Description**

The positions within Assembler II are responsible for assembling various parts together. The employees are also in charge of pre-testing parts before the parts are moved onto the next assembly process. The employee must be able to read and understand blue prints. They use hand and power tools to complete their tasks and must maintain a clean and safe working environment.

### **Essential Functions**

- Communicate verbally with co-workers to keep a safe working environment
- Follow written and verbal instructions to complete tasks
- Lift light and/or heavy parts on and off a cart, floor, shelf, etc.
- Operate a crane/hoist for heavy lifting
- Pre-testing of parts such as pump testing, hydro testing, air testing, wires, and tire pressures
- Perform drilling, bolting, sanding, grinding, and buffing of parts
- Perform gluing, taping, filing, screwing, tightening, and clamping of parts
- Operate hand and power tools
- Pull, run, and install cables, wires, and harnesses throughout the truck
- Check fluids, fuel systems, batteries, and other specific parts/equipment
- Apply measurement for proper alignment and attachment of parts together
- Read and interpret blue prints
- Check and review check lists, work orders, and schedules
- Assist co-workers with lifting parts
- Recognize the differences in parts and tools
- Sweep and clean shop area
- Work required hours and have an excellent attendance record
- Work overtime as needed
- Maintain a clean and safe working environment

### **Marginal Work Functions**

*\*These functions may be considered essential based on location, position, and other factors.*

- Utilize a computer to view prints and work orders\*
- Sort, inspect, and pick the correct parts for the assembly process\*
- Operate a forklift to transport truck parts to and from designated areas\*
- Tack welding\*
- Assist in training new employees \*
- Move to other departments/areas to assist with an assembly project\*
- Retrieve parts and equipment from outside the warehouse\*

### **Basic Qualifications**

- High School Diploma or equivalent education

- Two or more years of mechanical and assembly experience

#### **Preferred Qualifications to complete Essential Functions**

- Technical Degree in Mechanical Technician or equivalent education and/or training
- Previous experience as a Pierce team member or contractor

#### **Key Abilities Needed to Complete Essential Functions**

*\*All positions require the ability to perform the essential functions of the position with or without reasonable accommodations. Detailed physical job analysis available upon request.*

- Perform all assigned tasks
- Demonstrate strong interpersonal communication skills
- Recognize and react to abnormal operating conditions
- Use and wear personal protective equipment as indicated by the task or environment
- Hear safety alarms and other co-workers
- Perform basic counting tasks
- Read tape measure, safety manuals, work orders, and blue prints effectively
- Follow instructions from supervisors and other co-workers
- Understand and identify safety issues
- Shovel snow when necessary
- Maintain balance when walking and standing on potential slippery work floor
- Maintain balance when climbing on a portable step, ladders, and trucks
- Tolerate constant standing when performing tasks
- Tolerate occasional to frequent awkward positions to assemble parts
- Ability to work and reach into confined spaces in order to install parts
- Crawl onto trucks and work underneath trucks
- Distinguish difference in fluids
- Individually lift and manipulate parts/equipment weighing up to 75 pounds
- Use both hands for tool operation, carrying of parts, and assisting co-workers with heavy lifting of parts
- Distinguish the difference in various parts
- Operate and access heavy equipment safely and effectively
- Remember task sequence and safety constraints