

Bullseye Glass Co.

Job Description

Department: Production
Level 1

Position: **Melting Technician,**

Lines of Responsibility

Reports to: Melting Technician, Level 2; Production Shift Supervisor; Plant Manager; Melt Supervisor
Supervises: N/A

Essential Job Functions

Shovel or screwcharge raw material batches from staging barrels into designated furnaces.
Stir, bubble and potato each pot of melting glass as instructed on melt tickets.
Ladle the heel of the glass from each pot after the casting process is complete.

Other Job Functions

Monitor furnace temperatures.
General clean up of plant work area.

Requisites (Education, Training, Experience, Skills)

High school diploma or equivalency or six months glass working experience.
Entry level position; requires no training or experience.
Must be a good listener and have the ability to follow verbal and written instructions.

Training Period

Six months.

Physical requirements / Use of Senses

Standing/walking: Frequently. To move throughout the plant areas.
Lifting/carrying: Frequently. To move raw material barrels to staging area, to shovel raw materials into furnaces, to remove furnace doors.
Handling/grasping: Frequently. To move raw material barrels to staging area, to shovel raw materials into furnaces, to remove furnace doors.
Pushing/pulling: To maneuver screwcharger, and scraping wagon.
Speaking/hearing: Frequently. To speak with employees and supervisors and follow verbal instructions.
Finger dexterity: Frequently. To stir, bubble and potato raw material mixture in pots.
Near vision: Frequently. To read Melt Tickets for instructions, to document melting procedures.
Far vision: Frequently. For maneuvering about the plant.

Mental requirements / Attributes

Interaction with others: Frequently. Communicates with co-workers, supervisors, employees.
Time/deadline/shift/overtime requirement: Frequently. Job requires considerable coordination with other employees and supervisor in the rotation of job duties assigned on each shift.
Attention to detail: Frequently. Accuracy is critical for almost all phases of the job.
Critical judgment: Frequently. May need to identify problems or assess situations quickly and be able to determine needed action.

Positive attitude: Continually. Essential while working in an environment with time stressors and working closely with co-workers.

Operation of Equipment / Tools

Barrel Dolly: Frequently. To move the barrels of raw material from the staging area to the furnaces.

Bubble Rod: Frequently. To bubble the glass per Melt Ticket instructions.

Charging Pan: Frequently. To catch remains of raw material mixture loaded into furnace.

Potato Rod: Frequently. To potato various styles of glass in the pots.

Scraping Shovel: Frequently. To remove the heel of the glass from the pot.

Stir Rod: Frequently. To stir melting glass in pots.

Screwcharger: To mechanically charge raw material.