

Bullseye Glass Co.

Job Description

Department: Production

Position: **Rod & Stringer Line**

Lines of Responsibility

Reports to: Floor Manager, Plant Manager
Supervises: N/A

Essential Job Functions

Oversee glass rod and stringer drawing operations
Perform quality control functions
Replace crucibles and perform repairs to the kiln
Perform documentation of quality, yields, and inventories
Package rod into 10 lb boxes; stringer into individual tubes

Other Job Functions

Housekeeping
Program controller

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.
Ability to work with minimal supervision.
Good organizational skills.
Good handwriting skills.
Ability to work well independently
Ability to trouble shoot equipment issues
Basic keyboarding skills
Good attention to detail

Training Period

Six months.

Physical requirements / Use of Senses

Standing/walking: Frequently. To move throughout the plant areas. Stand at grading station.
Lifting/carrying: Frequently. To move rod boxes (weighing approximately 30 pounds) to storage rack area, Handling/grasping: Frequently. To perform quality checks on the glass rod, load glass into kiln.
Speaking/hearing: Frequently. To speak with employees and supervisors and follow verbal instructions.
Finger dexterity: Frequently. To measure diameter of rods and stringer using a micrometer, and document
Near vision: Frequently. To quality check rod and stringer
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 limited coordination with other employees and supervisor. Shift dictated by glass schedule.
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.

Operation of Equipment / Tools

Barrel Dolly: Occasionally. To move barrels of waste material to glass dumpsters.
Broom: Frequently. To maintain a clean work area.

Forklift: Optional. To replace crucibles

Measuring Utensils: Frequently. To measure rod specifications