

**1.0 TITLE****Heat Treat Operator****2.0 DUTIES AND RESPONSIBILITIES**

Heat treat products based on customer's requirements.

Specific responsibilities may include:

- Load and unload furnaces for Heat Treating.
- Fill out furnace charts and change as required.
- Verify proper Heat Treatment was completed.
- Monitor furnace temperature as required.
- Color Code products appropriately based on heat treatment.
- Inspect parts for damage and re-stamp as necessary.
- Prepare and deliver documentation as required.
- Suggest methods for improving product quality or design, or manufacturing processes.
- Prepare, or direct others in preparing reports and required documents.
- Keep area clean and orderly.
- Support and participate in FCI's continual improvement program to conform ISO 9001:2015 requirements.
- Comply with Quality Policy and procedures and meeting QMS objectives.
- Other duties as assigned.

**3.0 REQUIREMENTS****3.1 EDUCATION AND TRAINING**

- High School or equivalent preferred.

**3.2 EXPERIENCE**

- Experience in Heat Treating preferred.
- Experience working in an ISO 9001:2015 environment a plus.

**3.3 KNOWLEDGE AND SKILLS**

- Knowledge of Heat Treat process.
- Ability to collect data, and define problems.

**3.4 PHYSICAL AND SAFETY**

- Sitting, bending, standing, walking, 8-10 hours per day.

- 
- Able to lift 50lbs. (may be different for office /administrative employees).
  - Must comply with all safety and PPE requirements.
  - Exposure with production environment

**4.0 OTHER**

- Detail oriented.
- Produces error-free work.
- Works with minimal supervision.