

Job Posting for Haskins Industrial Saw Shop Technician and Saw Shop Tech/Hammer

Welcome to the world of Carbide Saw Blades!

Haskins is a well-known manufacturer of Round Carbide-Tipped Saws for the primary forest industry.

Our Round Saws are used to mill logs into lumber and trim them to length.

We design and manufacture optimised sawing solutions for sawmills and machine manufacturers for operations in Canada from Newfoundland to Alberta and in the USA.

In business since 1968, managed by second-generation family and heavily invested in the wood products industry, our company is a stable employer looking for good people to help us grow even more!

This spring our focus is on people for our Round Saw Shop.

- *Do you like to work with your hands and make REAL products, not virtual ones?*
 - *Are you mechanically minded?*
 - *Are you reliable, trainable, and willing to continuously improve?*

Tell us about yourself and consider joining our team. A person of any gender who is aware of the physical demands of the job should feel comfortable applying for our shop positions.

A job description for our shop positions is on the next page. We will train to suit your capabilities. The Hammer Tech position is the same with the addition of Hammering and Tensioning saw blades. More information is given in our video.

Please apply by email to Colin Barker cbarker@haskinsindustrial.com

HASKINS INDUSTRIAL INC.
1371 FRANKLIN STREET
NORTH BAY, ON P1A 2W1



**HASKINS INDUSTRIAL INC – JOB DESCRIPTION
SAW SHOP TECHNICIAN 08-2012**

FUNCTION

The basic role of the Saw Shop Technician is to work at various stages of the manufacture and service of Haskins round carbide-tipped saw blades and Lenox bandsaw blades.

REPORTING RELATIONSHIP and AUTHORITY

The position reports directly to the **Saw Shop Supervisor**.

The position's authority includes:

- Reject raw materials out of spec
- Reject or rework any out-of-spec goods in process in our own shop
- Suggest process changes (final approval must be made by the Saw Shop Supervisor)

WORKING CONDITIONS

The position is performed in a shop environment, standing on concrete floors, usually for 10-hour shifts. There is some mist from machine coolant splash and there are seasonal temperature fluctuations. Safety shoes and safety glasses are required.

REQUIREMENTS

Education:

Minimum: High school diploma or equivalent

Experience:

Minimum: None

Preferred: 3 years in a shop environment

Skills and Knowledge:

Good mechanical aptitude. Reasonable computer literacy. Good observational skills and be ability to effectively organize self to run more than one piece of equipment simultaneously. Ability to read work orders and related material. Ability to accurately adjust machinery and enter data accurately into computer. Good interpersonal skills to effectively work with other members of the shop and company. Good time management skills. Ability to accept and learn from constructive criticism. Willingness to learn new skills and being open to new ideas.

Physical:

Body positions: Standing, crouching, kneeling, etc

Body Movements: Lifting with weight, turning upper body, use of hands to set machinery and feel objects, reaching with hands and arms, crouching to maintain equipment. Must be able to work 10 hour shifts standing on concrete shop floor. Some saw hammering may be required.

Body Senses:

Must be able to see, hear and feel and have full power of speech.

Mental:

Language: Must be able to read, write and speak English sufficiently well to follow written and verbal instructions, etc., and communicate effectively in person, phone or e-mail with other employees, customers and vendors. Preferred bilingual (French/English).

Mathematics: Must be able to understand numbers as they relate to dimensions, tolerances, and machine adjustments.

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SAW SHOP TECHNICIAN 08-2012

RESPONSIBILITIES

Tasks include, but are not restricted to:

- Receive and unpack raw materials
- Based on work order instructions, inspect and prepare components for work required
- Set-up necessary shop equipment
- Pocket grind round saw plates
- Tip round saw plates on auto, manual, or strob induction brazing machines
- Perform and record tip failure testing
- Face, side and top grind tipped saws; grind strobs as required
- Run more than one piece of equipment at same time
- Update work order verification, etc. as required
- Sandblast as required
- Hammer and tension saw plates to customer specifications
- Final inspect, record data to our digital files
- Oil, pack and label finished saws

- Inspect and record saw service work coming in
- Repair service saws as necessary
- Record work done and ensure proper goods given to shipping to be returned to customer

- Cut and weld Lenox bandsaw blades to length according to Lenox approved procedures
- Pack, label and 'ship' finished bands to our warehouse

- Perform routine maintenance on saw shop equipment
- Perform all work in a safe manner using required safety equipment
- Keep workplace clean, safe and tidy
- Do nothing that will endanger self or others

- **Other Responsibilities:**
 - Respect the confidentiality of company, customer, or personnel information
 - Perform other tasks as required by the Saw Shop Supervisor
 - Read and follow company policies as outlined in your Employee Handbook

This is not necessarily a complete list of responsibilities associated with this position. While intended to be accurate, the company reserves the right to revise duties or to require that additional or different tasks be performed when circumstances change due to emergencies, changes in personnel, work load, rush jobs, technological developments, etc.

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SAW SHOP TECHNICIAN 08-2012**

PERFORMANCE MEASUREMENTS

- Tasks performed correctly and within the time frame given by the Saw Shop Supervisor
- Work done accurately within our specifications
- Work recorded accurately either into computer or on paper as required
- Good working relationship with Saw Shop Supervisor and other employees
- Reasonable time off for personal reasons (absence affects production)

NOTE FROM THE PRESIDENT

I would like every employee to recognize that he/she plays an important part as a member of the Haskins team. We are very proud that Haskins Industrial has earned a reputation for providing quality products and services since 1968. Every employee is expected to perform his/her role in an effective and professional way, and to respect other employees, customers, and vendors.

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ACKNOWLEDGEMENT

I have carefully read the contents of this job description and believe I understand what is expected of me. It is my responsibility to ask my Supervisor for clarification if needed.

Saw Shop Technician

Date

Saw Shop Supervisor

Date