

Oliver Carbide Products

Job Description



Job Title: Furnace Operator & Facility Maintenance
Department: Maintenance
Prepared Date: May 2022

SUMMARY

Primary responsibility is careful loading and unloading of vacuum furnaces, with an emphasis on having a critical attention to detail. Also, as needed, maintenance and basic repair of equipment throughout the facility.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Furnace Responsibilities

- Prepare parts for loading into furnace, including wiping and final cleaning as necessary.
- Evaluate load configuration of parts on racks or grids for economical batch size and furnace hot zone limits.
- Load and unload furnace and ovens as scheduled.
- Ensure proper brazing cycle is used following company's work instructions for heating ramp rate, vacuum levels, soak time and cooling rate.
- Maintain furnace systems, including preventative maintenance checks on pumps and other items listed in the maintenance log.
- Check for vacuum leaks using helium leak detector.
- Willingness to learn supporting components & systems, such as vacuum pumps, cooling water system, off gas system, condensate recovery, process gasses, etc.
- Document furnace runs and maintenance procedures in furnace logs.

Production Responsibilities

- Repair and maintain physical structure of establishment.
- Fabricate and repair counters, benches, partitions, and other wooden structures.
- Maintain and provide routine and preventative machinery and facility maintenance according to maintenance schedule.
- Exhibit good housekeeping practices at all times.
- Occasional driving responsibilities for company errands.

Continuous Improvement Contribution

- Share team continuous-improvement responsibility, and must be vigilant for areas where improvements in equipment, process, or work-flow can be realized.
- Suggest such changes in equipment, procedures, or process to maintenance manager.

Documentation

- When making repairs, modifications, or upgrades; maintain diagrams of piping, electrical, plumbing work for future reference and ease of following for repairs.
- Follow appropriate maintenance instructions, manuals and other documentation provided. Organize and store information within guidelines of document control.

Technical Skills

- The ability to use basic test equipment and to diagnose mechanical, electrical, and pneumatic problems in machinery and physical structure.
- Familiarity and competence with support equipment such as forklifts, man lift, vacuums, hoists and power tools.
- Basic electrical skills are desired but not expected.
- Basic welding and fabrication skills are desired but not expected.