



## MOLD SPECIALIST

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<b>DEPARTMENT:</b>	Tooling and Mold Fab	<b>REPORTS TO:</b>	Manufacturing Manager
<b>DIVISION:</b>	Cortland	<b>FLSA STATUS:</b>	Non-Exempt
<b>JOB CODE:</b>	6026	<b>EFFECTIVE DATE:</b>	27 July 2018

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### JOB SUMMARY

Design and build molds to cast refractory shapes. Mold must be dimensionally correct, structurally sound and built exact to the part drawing.

### QUALIFICATIONS

#### Education/Experience

High School Diploma or General Education Development (GED) / Test Assessing Secondary Completion (TASC), or equivalent combination of education and life experiences. Minimum 1-3 years of experience in finished carpentry preferred.

#### Knowledge/Skills/Abilities

**Carpentry.** Knowledge of materials, methods and tools involved in building molds and ability to understand and design based on blueprints, drawings, and models. Ability to determine the size and features of a mold with precision by understanding geometric shapes and angles used in the mold building process.

**Mechanical Aptitude.** Understanding of spatial reasoning, cause and effect, heat conduction, velocity, gravity and force. Ability to qualify in industrial vehicle use and demonstrate safe operation at all times. Knowledge of machines and tools, including their uses, repair, and maintenance.

**Core People Skills.** Ability to positively interact and work collaboratively with a diverse group of people at all levels of the organization. Genuine with high ethical standards and values and personal integrity and honesty. Ability to apply a large measure of common sense to a variety of situations.

**Communication Skills.** Ability to speak clearly and persuasively in positive or negative situations, listen and obtain clarification, and respond well to questions. Ability to read a limited number of words and recognize similarities and differences between words and between series of numbers. Ability to read and understand documents such as policy manuals, safety rules, operating and maintenance instructions, and procedure manuals.

**Computer/Applications Skills.** Ability to clock into and out of jobs via computer terminals.

**Core Business Skills.** Ability to exercise sound judgement and discretion in handling of proprietary and confidential information. Ability to work independently, without significant direction and to use resources effectively to "figure it out". Strong critical thinking skills, judgment and keen attention to detail and accuracy. Exceptional prioritization, time management and organizational skills. Ability to define problems, collect objective data, establish facts and draw valid conclusion. Ability to add, subtract, multiply and divide numbers.

**Professional Investment.** Demonstrated commitment to own personal professional development and learning.



## ESSENTIAL FUNCTIONS/RESPONSIBILITIES

1. Conceptualize, plan and design mold builds using critical analysis and reverse engineering. When necessary, confer with the Engineering Department to ensure the information provided in the job packet and on the part drawing is accurate.
2. Construct complex molds using various woods and polystyrene (foam) to include the following components: base construction, interior and exterior construction, foam tooling, anchors, bracing, and mold release applications.
3. Safely operate table saw, radial arm saw, chop saw, band-saw, and other tooling equipment in the mold building process.
4. Measure and inspect molds for dimensional accuracy and integrity.
5. Maintain and utilize hard tooling (steel, plastic and fiberglass molds).
6. Maintain records as required.
7. Safely operate cranes, fork trucks and company mobile equipment.
8. Maintain a clean and organized work area. Ensure tools and other items are safely and properly stored.
9. Promote positive team member and customer relations by supporting Pyrotek's commitment to a working environment of tolerance, acceptance and civility. Respond appropriately to inquiries, concerns and complaints by being professional, courteous and respectful at all times.
10. Maintain regular, consistent, reliable, punctual and predictable attendance, as required to achieve internal and external customer satisfaction.
11. Actively and positively participate in problem resolution, demonstrating constructive communication, timely response and effective resolution skills. Work effectively within team environments both within your department and across the organization.
12. Cooperate and comply fully with all Pyrotek policies and procedures. Actively support and follow the Pyrotek Safety Program.
13. Participate in company/department meetings, training activities, continuing education programs and other associated activities.
14. Consistently promote and communicate Pyrotek's core values through work performance and excellent customer service.
15. Perform other tasks as assigned.



## PHYSICAL/SENSORY REQUIREMENTS

*The following physical activities described here are representative of those required by an team member to perform the essential functions of this position. Reasonable accommodation, if feasible, will be made to enable individuals with disabilities to perform the functions of position.*

While performing the duties of this job, the team member is regularly required to stand, walk, use hands, reach, talk, hear, and see. This position is very active and requires standing, walking, bending, kneeling, stooping, crouching, crawling, and climbing all day. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. The team member must occasionally lift and/or move items over 50 pounds, and frequently lift and/or move 25 pounds. Team members performing this job must be able to wear protective or safety equipment such as safety shoes, glasses, gloves, hearing protection, and a respirator as needed.

## WORKING ENVIRONMENT

While performing the duties of this job, the team member is frequently exposed to fumes or airborne particles, moving mechanical parts such as overhead cranes, vibration and moving vehicles. The noise level in the work environment and job sites can be loud.

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Team member's Signature

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Date

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Manager/Supervisor Signature

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Date