



NORBAR TORQUE TOOLS LTD

JOB DESCRIPTION

JOB TITLE: TORQUE WRENCH ASSEMBLER TESTER

RESPONSIBLE TO: SHIFT MANAGER

REPORTS TO: TEAM LEADER

OVERALL PURPOSE OF THE JOB:

To carry out all stages in the production and repair of Norbar torque wrenches to the high standards required by the Company.

KEY TASKS:

1. Assemble torque wrenches and sub assemblies to defined procedures using parts available in the vicinity of the workplace.
2. Test and adjust each assembled torque wrench using computer based test equipment. Re-adjust until test results are within limits. Issue in-house calibration certificate.
3. Laser mark wrenches and other components using jigs and fixtures.
4. Pack wrenches in individual containers with certificates and instructions.
5. Produce product labels using appropriate equipment.
6. Use a range of tools and light machinery situated in the department, including hand tools, power tools and assembly fixtures.
7. Identify quality issues and react accordingly. Reject parts which are not up to standard, setting them aside for possible re-work or for scrap.
8. Use the company computer systems for recording transactions and finding information.
9. Assist with the training of apprentices, young trainees, customers, distributors and new employees.
10. Any other tasks as required by Shift Manager/Team Leader.
11. Responsible for maintaining data accuracy throughout all aspects of the role, reporting all errors using the correct procedure.