



---

15484 N 1350 E, Odon, IN 47562  
Ph: 812.863.4455 · Fax: 812.863.4458

## **JOB OPENING/DESCRIPTION**

Title: Labor I (Mechanical)

Department: Production Facility

Work Location: Valor Production Facility

Position Status: Part Time/Temporary

### **Company Conformance Statements**

In the performance of their respective tasks and duties all personnel are expected to conform to the following:

- Valor Inc. is an Equal Opportunity Employer and provides a Zero Tolerance Drug Free Workplace
- Perform quality work within deadlines with normal supervision.
- Interact professionally with other employees, customers and suppliers.
- Work effectively as a team contributor on all assignments.
- Work independently while understanding the necessity for communicating and coordinating work efforts with other employees and organizations.
- To ensure the proper procedures are in place for provision of the daily safety and well being of the employees, customers and equipment.

### **Position purpose**

Valor is looking for a hardworking, motivated laborer to join our team. If hired, you'll be an integral part of our crew, helping support our production department in the areas of Protective Coatings. This is an Entry Level position. Labor performs simple routine tasks under close supervision or from detailed procedures. Work is closely monitored and evaluated by supervision or senior level technicians. This position provides surface preparation prior to painting and coating of miscellaneous hardware in support of military and commercial tasks and performs other duties as assigned.

## **Responsibilities/Duties/Functions/Tasks**

Incumbent performs duties as assigned daily:

- Incumbent loads and unloads incoming and outgoing materials;
- Incumbent assists higher level technicians in set-up and disassembly of work areas/fixtures;
- Incumbent disassembles mechanical devices for repair;
- Incumbent cleans, removes rust, paint material and prepares surface finish of miscellaneous hardware using degreaser equipment, hand tools, small power/air tools, and abrasive media cabinets;
- Incumbent transports products to different areas in the facility;
- Incumbent performs minor maintenance of equipment by cleaning equipment, and replacing filters;
- Incumbent cleans and organizes tools in the areas of the Production Department;
- Incumbent performs additional duties as assigned by senior level technicians and supervision;
- Incumbent promotes professionalism and communicates regularly with subordinates and management in completing tasks.
- Incumbent must have the ability to perform duties as assigned with minimal supervision or direction.

## **Qualifications**

Basic knowledge and ability to Safely use common power and hand tools.

Good communication skills.

Self-starter with good time management skills.

## **Special Position Requirements**

Must possess a valid Indiana Driver's License.

## **Preferences**

18 years or older. Mechanical background utilizing general hand tools and electric/air powered tools.

## **Work Requirements**

Safety Glasses, Hearing Protection, Protective suits and gloves may be required for certain task. Understanding and using Material Safety Data Sheets.

Respirators may be required for some cleaning and Blasting tasks.

Must be able to physically stand, bend, squat, and lift up to 50 lbs.