

# SKANA ALUMINUM COMPANY JOB DESCRIPTION

**Position:**            **Slitter Operator**

**Reports To:**         Director of Mill Operations

**Department:**       Mill

**Date Issued:**       December 30, 2013

**COMPETENCIES:** *(i.e., to be defined in terms of required education, training, skills, and/or experience)*

- High school diploma or equivalent
- Strong communication skills
- Willingness to work with others as a team
- Work experience desired

**PRIMARY RESPONSIBILITIES:** *(i.e., functions, authorities, tasks, etc.)*

- Responsible for changing heads, trim and slit wide coils (to 54" wide) to narrower widths, inspect metal while being slit
- Move conveyor into load coil on loading car, load and position coil on mandrel with loading car
- Remove wire or strapping from coil
- Load spool on rewind mandrel when necessary
- Thread coil through slitter to rewind mandrel, start slitter, keep machine in proper adjustment, and inspect metal as it is being slit
- Cut out sections of coil not up to Quality Control standards
- Observe metal for correct size split and trim
- Turn off machine at end of coil or when split coils are at proper weight
- Perform miscellaneous duties as assigned by management
- Comply with the Company's quality management system requirements
- Follow good safety practices
- Assist with wrapping and banding product
- Assist with training
- May, on occasion, job rotate to other functions within department.
- Will need to be detailed to measurements and dimensions
- Will be responsible for all aspects of quality per print
- Willingness to cross train
- Advocate for continuous improvement projects

**ORGANIZATIONAL RELATIONSHIPS:** *(i.e., optional - primary contacts/interfaces internally and externally)*

- Internally with all employees