Industrial Services group

Composite door assembly operative

**Brief overview of the job requirements**

An operative assigned to the door department would be expected following initial training to carryout the following tasks without assistance except for manual handling.

1. Understand information on a works order sheet and identify door specifications including hardware options threshold type, styles and design of doors such as open in / open out, and what this all means in terms of assembly requirements.
2. Select the correct components from the stores location to meet the door specification i.e correct finish gold / silver, recognise threshold types mobility or standard and glazing types decorative, Cotswold, Autumn leaf.
3. Match the correct Leaf and frame together and know what open in and open out, left hand and right hand hung doors means in terms of assembly.
4. Manual handling is required for this operation although assistance will be given on assemblies it would be expected an individual would be capable of a reasonable degree of manual handling.
5. A high degree of manual dexterity and physical co-ordination are required as the use of hand tools and air driven tools are essential.
6. The use of chop saws, pillar drills and hand routers are required to fulfil their duties.
7. Operatives are required to inspect their own work and that of others.

Qualifications

Door operatives would be expected to have achieve an NVQ level 2 in Production of glass supporting structures – fabricating PVC or equivalent.

Environment

The workshop is a noisy environment that requires the compulsory wearing of ear defenders and occasional wearing of safety glasses. Parts of the workshop have an element of dust especially in the machining areas.

All operatives are required to wear safety footwear.

Screening

All operatives require Health screening for HAVS and Noise.

A DBS check will be required.