

# JOB DESCRIPTION

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Revision Date: \_\_\_\_\_

**Job Title:** Layout II

**Job Classification:** Hourly

**Department:** Production

**Reports To:** Layout Supervisor

## Job Summary

Responsible for the lay out reference points and dimensions on metal such as work pieces and assemblies such as sheets, plates, tubes or structural fabrications.

## Duties and Responsibilities

### Technical Competencies

- Ability to understand and interpret complex construction and sub assembly drawings.
- Ability to layout dimensions, determine reference points and mark on metal stock or work pieces for further processing subassemblies fabrication levels.
- Ability to prepare wood templates for forming and bending, and mark reference lines and datum point's position using measuring instruments, mark curves, lines, holes and dimensions symbols onto work pieces.
- Knowledge of trigonometry design and various inspection technics applicable to fabricated structures.
- Ability to verify dimension in conformance with drawings specifications.
- Performs other duties as assigned.

### Tools use Competencies

- Expertise in the use of dimensional control tools and methods such as levels, transits used in surveying and building.
- Knowledge understanding and calculating distances, and X, Y ,Z coordinates needed for fabrication final alignments.

### Other Qualifications

- Responsible for its own work quality wise, on all dimensional control and layout work scopes.
- Understand and follow HSE specific safety rules for the intended application.
- Contribute fully to the team effort to maintain 5S, workstation cleanliness organization.
- Perform any other duties as assigned.

**Additional duties and responsibilities may be added to this position as required by the organization.**

## Commitment to QHSE

employees are required to follow Quality, Health, Safety, and Environmental Policies & Procedures on a daily basis. Employees are required to work safely, effectively, and efficiently in order to care for the environment, work place, and coworkers. Employees are highly encouraged to suggest ways to improve any aspect of the company's processes.

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<b>Experience Qualification</b>	
Minimum of 1 years of general layout experience; or an equivalent combination of training and experience.	Possess knowledge of shipyard construction methods and techniques preferred.
<b>Skills and Abilities Qualification</b>	
Communication Skills Judgment and Decision Making Skills Mathematical Skills Problem Solving Skills Analytical Skill	Ability to interpret drawings Ability to work at various heights Ability to work on any shift Teamwork Oriented Bilingual (English/Spanish) preferred
<b>Education Qualification</b>	
High School Diploma or Equivalent preferred Associate's Degree in Science or related field preferred	

<b>Job Description Approvals</b>	
Dept. Head Name: _____	
Dept. Head Signature: _____	Date: _____
HR Manager Name: _____	
HR Manager Signature: _____	Date: _____

<b>Employee Acknowledgement of Job Description</b>	
Print Employee Name: _____	ID#: _____
Employee Signature: _____	Date: _____