## **Example of Shop Helper Job Description**



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Our innovative and growing company is searching for experienced candidates for the position of shop helper. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for shop helper

- · Assist in manufacturing operations as needed
- Responsible for understanding and applying quality system requirements to work processes
- Carryout / execute activities to meet customer satisfaction (on-time delivery, accurate status, et
- Know and execute Quality procedures
- Carryout / execute activities as assigned by your Team Leader
- Willingness to support company training and cross functional efforts
- Following operator instructions.
- Holds tape and rods and marks reference points to assist in layout
- Loads, stacks, and transports stock, tools, dies, and work in process by hand or forklift
- Attaches rope or grappling equipment to work-pieces to prepare work-piece for moving by crane or jib

## Qualifications for shop helper

- Able to drive a forklit, overhead cranes
- Installation and fabrication
- Prep-Painting Experience
- Cleans, scrapes metal preparatory to fabricating, welding, painting, or shipping, using scraping tool, abrasive, or placing in solvent bath
- Paints metal stocks, using paintbrush