

Since 1928



HOWARD INDUSTRIES

Architectural Signage Systems

Job Description – Interior Assembly

Education/Experience

Minimum:

- A high school degree or GED equivalent is required
- Two (2) years of experience in manufacturing assembly

Preferred:

- Associate Degree in a related field is an advantage

Major Responsibilities

- General assembly of all acrylic and aluminum signage components from detailed instructions
- Accuracy of all work is paramount
- Prioritize work orders with shipping date and production time
- Thoroughly inspect your work at all times to guarantee a superior finished product
- Maintain the condition of your work area, keep it free from trash and other unnecessary equipment
- Follow company safety policies and procedures
- Perform other duties as assigned

Universal Tasks and Responsibilities

- Exhibits and promotes behavior indicative of effective team functioning
- Maintains safe, clean and an organized workstation
- Performs any other task or assumes any additional responsibility to facilitate the manufacturing process or better the company as a whole

Competencies/Skills

- Motivation
- Must be reliable, punctual, accountable, proactive and show initiative
- Safety awareness
- Good eyesight (corrected or uncorrected) and the ability to distinguish color is necessary
- Must be organized, innovative, adaptable and possess technical aptitude
- Demonstrates impeccable attention to detail and dexterity