



MANUFACTURERS OF QUALITY BUILDING COMPONENTS

N14685 Copenhaver Ave.

Stanley, WI 54768

Phone 715-644-0765

hixwood.com

Fax 715-644-4931

Job Title: Machine Operator

Reports to: Production Supervisor

Hours: Full time

Hixwood Metal is the premier source for all your coil, blank flat stock, and slit coil needs. We specialize in supplying the industry with products that are at the top of the spectrum. We have been proudly serving West Central Wisconsin with manufacturing quality building components since 1998.

Position Purpose: Responsible for safely and efficiently operating equipment to produce job orders with required materials to documented specifications.

The job requirements include but are not limited to the following:

Core Value Expectations

- Actively pursue high character, high trust, and high performance personally, corporately, and in all aspects of the position.
- Provide distinctive quality and unparalleled customer service both internally and externally.
- Demonstrate and promote integrity, respect, and teamwork.
- Invite others to help you grow through living authentically with nothing to prove, lose or hide.
- Evidence humility by actively receiving teaching and mentoring.

Primary Role Expectations

- Safely set up and operate machinery in accordance with established procedures and guidelines.
- Load, position, and arrange materials and operate equipment to create products.
- Adjust controls and machine settings to produce special orders and increase efficiency.
- Monitor supplies and inventory and ensure adequate amounts of materials are ready at hand.
- Work as a Team Player by filling in where needed and be willing to train others.
- Learns and adheres to workplace safety regulations.
- Communicate irregularities, problems and help with continuous improvement.
- Other duties as assigned.

Qualifications:

- Have excellent communication and interpersonal skills.
- Strong attention to detail.
- Outstanding organizational skills and ability to handle multiple complex tasks simultaneously.
- Self-motivated with the ability to work with little supervision and track multiple processes.
- Strong problem-solving skills and the ability to exercise sound judgement and make decisions.
- Experience in the building materials industry is a plus.
- Roll-forming experience is also beneficial.



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Certificates, Licenses, and Registrations:

- Forklift certification is a plus.
- High school diploma or GED.

Physical Requirements:

- Must be able to lift at least 50 lbs.
- Lifting anything >100 lbs requires additional personnel and utilizing a dolly or forklift if possible.
- Must be able to stand or sit for long periods of time.

Other Aspects:

General:

- Job Type: Full-time
- Paid per hour w/overtime.
- Weekly pay

Schedule:

- Present during current Hixwood hours, generally 6:30am – 4:30pm w/ some Saturday mornings.

Benefits:

- 401(k)
- Health insurance
- Dental insurance
- Vision insurance
- Health savings account
- Paid time off
- Holiday Pay

Work Location:

- One location

Work Remotely:

- No