

# HOT JOBS

## Multiple Positions \*Metallized Carbon\* Mountaindale, NY

**Overview:** For over 70 years Metallized Carbon Corporation has been the leader in highly engineered carbon graphite solutions for severe service lubrication. Throughout the world, we provide products and services to various industries that deal with sophisticated equipment. Whether aerospace, food service, petrochemical or power, you are sure to find bearings, seals and other self-lubricating mechanical components produced by METCAR. If you are looking for a highly technical career in a challenging environment please contact us today. Metallized Carbon is looking for **1<sup>ST</sup> SHIFT LINEMEN, 2<sup>ND</sup> SHIFT LINEMEN, 2<sup>ND</sup> SHIFT PRODUCTION SUPERVISOR, 1<sup>ST</sup> SHIFT QUALITY ASSURANCE CLERK, 1<sup>ST</sup> SHIFT PORTER, and 1<sup>ST</sup> SHIFT DRIVER/SHIPPING AND RECEIVING.**

### **Linemen**

Responsibilities include operating machinery that processes carbon/graphite materials. Other general production needs. Capable of lifting up to 25lbs.

WORK SCHEDULE: 1st Shift hours operate between 7:00a.m to 4:15p.m & 2nd Shift hours operate between 4:15p.m. to 12:45a.m. (2nd shift earns a night shift differential of \$0.80 p/hr) and Saturdays as required.

WORK ENVIRONMENT: Manufacturing. Fast paced.

We offer a generous compensation package, which includes: Starting hourly wage of \$16.00p/h and higher (depending on experience), Health Insurance, Vision, Dental, 401K, Vacation and sick/personal days and Life insurance. \$200.00 SIGN-ON BONUS

### **PRODUCTION SUPERVISOR**

#### RESPONSIBILITIES:

Responsible for overall direction, coordination of department(s) consisting multiple employees.

Inspects products for conformance.

Applies and enforces company policies and safety regulations

Interprets specifications, blueprints, and job orders to workers, and assigns duties.

Recommends measures to improve production methods, equipment performance, and quality of product.

Suggests changes in working conditions and use of equipment to increase efficiency.

Analyzes and resolves work problems.

Troubleshoot complicated equipment

Inspection and Maintenance – familiarity with methods and procedures

#### EDUCATION and/or EXPERIENCE:

High School diploma or GED. College Degree a preferred, and minimum 3-5 years Supervisory experience. Requires mechanical aptitude, good leadership skills, and effective communication.

Knowledge of metal casting, and extrusion, a plus. Equivalent combination of education and experience will be considered.

**BENEFITS PACKAGE INCLUDES:**

Competitive benefits package. Salary commensurate with experience. Comprehensive health insurance plan, 401k retirement plan, Sick/personal days, Vacation, paid holidays, Life insurance, STD, LTD, AD&D insurance coverage.

**QUALITY ASSURANCE CLERK**

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Direct and coordinate the activities of employees engaged in the inspection process of manufactured goods.

Read and analyze charts, work orders, production schedules, and other records and reports to determine production requirements and to evaluate current production estimates and outputs.

Confer with other supervisors to coordinate operations and activities within or between departments.

Inspect test, or measure materials, products (using dimensional tools – e.g. calipers, micrometers, optical comparator, Sunnen gauges, CMM machines) or equipment to detect defects or malfunctions and stamp and report accordingly.

Demonstrate equipment operations and work and safety procedures to new employees, or assign employees to experienced workers for training.

Observe work and monitor gauges, dials, and other indicators to ensure that operators conform to production or processing standards.

Confer with management or subordinates to resolve worker problems, complaints, or grievances.

Analyze and Interpret specifications, blueprints, data, manuals, job orders, and company policies and procedures for workers.

Discard or reject products, materials, and equipment not meeting specifications.

Discuss inspection results with those responsible for products, and recommend necessary corrective actions.

**SUPERVISORY RESPONSIBILITIES** - Supervise a department of 5-7 employees.

**QUALIFICATIONS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Able to read and interpret customers' blueprints and specifications proficiently.

Excellent mathematics, computer, and communication skills. ISO 9001 experience – certification a plus.

Strong Supervisory skills. Knowledge and ability to use calipers, micrometers, optical comparator, Sunnen gauges, CMM machines (program and operate).

**EDUCATION and/or EXPERIENCE:** Associates degree and 3-5 years experience in Q.A. discipline or equivalent combination of education and experience.

**PORTER**

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Cleans and polishes lighting fixtures, and trim.

Cleans rooms, hallways, lobbies, lounges, rest rooms, corridors, stairways, and locker rooms and other work areas.

Sweeps, scrubs, waxes, and polishes floor.

Cleans rugs, carpets, upholstered furniture, and draperies.

Dusts furniture and equipment.

Polishes metalwork.  
Washes walls, ceiling, and woodwork.  
Washes windows, door panels, and sills.  
Empties wastebaskets.  
Transports trash and waste to disposal area.  
Replenishes all janitorial and sanitary supplies throughout the facility as necessary.  
Replaces light bulbs.  
Cuts and trims grass, and shovels snow.  
Sets up tables and chairs in auditorium or hall.  
Assist in moving materials as necessary.  
Assist Maintenance Mechanics with basic maintenance activities.

**QUALIFICATIONS** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE** - High School diploma or equivalent. 0-2 years experience. Mechanical inclination a plus.

#### **SHIFT DRIVER SHIPPING/RECEIVING**

Deliveries between company facilities driving company van. Also, receives, logs and delivers all incoming shipments, load and unload all incoming and outgoing freight, operate forklifts and other related material handling equipment. Ability to lift and move up to 50lbs. Responsible for visual inspection and packaging of all product, including all paperwork. Responsible for inventory of products for daily operations of facility. Clean Driver's License Required.

**EDUCATION and/or EXPERIENCE:** High School Diploma or GED; College degree a plus. 2-4 years of relevant experience; or equivalent combination of education and experience.

**WORK ENVIRONMENT:** Manufacturing. Fast paced.

We offer a generous compensation package, which includes:

Annual Salary commensurate with experience (Hourly salary: \$14.00 p/hr.)

\$200.00 SIGN-ON BONUS

Health Insurance

Vision

Dental

401k

Vacation & sick/personal days

Life insurance

**APPLY:** Online at <https://metcar.com/careers/>

