



POLAR WIRE PRODUCTS, INC.

1655 WOOD ST
ROUND LAKE BEACH IL 60073-2250
(224) 541-4613

Assembler Responsibilities

Include:

- Reading and comprehending instructions and following established procedures
- Collecting all the material and equipment needed to begin the process
- Taking measurements to ensure the perfect fit of components
- Standing for long periods doing repetitive functions

Job Brief

We are looking for an **Assembler** to connect parts into more finished products. You will ensure all parts fit correctly and are suitable for the final product. You will use your hands or machines to do the job with greater precision.

You must have good mechanical ability and possess good manual dexterity. Ability to read instructions in English represented in manuals, drawings, schematics etc. and follow them with precision is extremely important.

The goal is to produce completed product by putting together smaller components.

Responsibilities

- Read and comprehend instructions and follow established procedures
- Collect all material and equipment needed to begin the process
- Take precision measurements to ensure the perfect fit of components
- Select or modify components according to measurements and specifications
- Align material and put together parts to build more complex units
- Check output to ensure the highest quality
- Maintain equipment in good condition
- Keep records of production quantities and time
- Report on issues, malfunction or defective parts

Requirements

- Read-write and speak English
- Ability to lift 75 lbs frequently
- Ability to read blueprints, drawings etc.
- Ability to use tools and machines (e.g. presses)
- Good understanding of quality control principles
- Good communication skills (verbal and written)
- Excellent hand-eye coordination and physical condition
- High school diploma or equivalent

Contact Wilson Giraldo - Employment Specialist at wgiraldohernandez2@lakecountyil.gov for resume submissions.