

MENOMINEE TRIBAL ENTERPRISES



GENERAL OFFICE & FORESTRY CENTER: P.O. BOX 10 • NEOPIT, WI 54150
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2ND POSTING

OPEN TO THE GENERAL PUBLIC

NOTE: *Selection process is in accordance with Chapter 170, as amended.*

Closing Date: **Thursday December 20, 2018**

Job Title: **Saw Filer**

Status: **RFT**

Supervisor: **Hardwood Shipping Supervisor**

Rate: **TBD**

JOB SUMMARY:

Responsible for ensuring double cut band saws are changed in an expedited fashion and repaired correctly to provide a quality cut on lumber. Sharpen, maintain, and repair all double cut band saws and circle saws associated with the small diameter bolt mill.

JOB QUALIFICATIONS:

Requires high school diploma or equivalency along with a minimum of six months experience in filing and maintaining band saws, experience in training new saw filers and experience on double cuts is preferred. Must possess good work ethic with excellent work attendance and be a team player.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Must have the knowledge, skills, and ability to perform the following:

1. Proper swedging, filing, grinding, benching, welding, and straightening techniques.
2. Use of hand tools, welder, torches, bench and handheld grinders.
3. Changing both band and circle saws safely, quickly, and with precision.
4. Aligning band mill wheels and carriage tracks.
5. Inspecting dies to detect defects, wear, and verify specifications using micrometers, steel gauges and pins.
6. Recognize worn or broken parts in the filing room and on the head rig saw.
7. Assist maintenance crew with major repair projects.
8. Maintain an adequate reserve/supply of band saw and circular saw blades, as well as, swedger and grinder parts.
9. Correctly grind band mill wheels during shut down.
10. Maintain a clean working area.
11. Work independently, efficiently, with minimal supervision.
12. Communicate well with surrounding machine operators to maintain production.
13. Perform other duties as assigned by supervisor.

WORKING CONDITIONS:

Work in extreme hot, cold, dusty, noisy work environment. Must be able to climb, lift up to 75 lbs., and maneuver in tight quarters. Must wear appropriate safety apparel and equipment and comply with all safety policies and practices of MTE.

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Note: It is the applicant's responsibility to provide all relevant documents referenced in the application process, any incomplete applications will be screened out. It is not the responsibility of MTE to notify you of incomplete applications.

SUBMIT APPLICATIONS TO:

Levi O'Kimosh, Human Resource Generalist

Menominee Tribal Enterprises, PO Box 10, Neopit, WI 54150

Email: levio@mtewood.com

Fax: 715-756-1314

Call: 715-756-2311 ext. 1137/1168/1135 if any questions.

*Applicant must successfully pass a pre-employment drug & alcohol screening and background check.