

# Assembler/Machine Operator

**Job Category:** Manufacturing  
Full-Time  
Sauk Rapids, MN, USA

Thermo-Tech Windows is accepting applications for full-time/permanent employees as Assemblers/Machine Operators for the first shift, building windows and patio doors. The Assembler/Machine Operators are expected to perform a wide variety of fabrication functions in accordance with quality, quantity, and safety standards.

## Essential Functions:

- Accurately and completely finish window and patio door orders that meets or exceeds the production standards in accordance with standard work instructions.
- Operate fabrication equipment to produce parts to required specifications.
- Follow approved quality practices and suggest improvements.
- Meet production goals by posted line standards.
- Perform quality checks using tape measures down to a 1/16 in.
- Provide and assist with training personnel.
- Must be flexible to work in other departments as needed and display a positive attitude.
- Maintain a clean and organized work area.

## Qualifications:

- Highly motivated, focused, organized employee who can work in a team environment or independently.
- Be able to work in a safe manner and follow safe work practices and policies.
- Engage in cross-training to maintain flexibility and adaptability to support production.
- Work to an established rate as defined by customer demand and standard work.
- Support a respectful workplace.
- Mechanical Aptitude and ability to use various manufacturing tools and hand tools.
- Maintain regular and punctual attendance.
- Ability to read or learn to read a tape measure to 1/16 inch.
- Ability to lift up to 50lbs; to include frequent lifting and carrying up to 25lbs, with frequent walking and standing, pulling, and pushing.

## **Full-Time**

**Schedule: Monday – Thursday 6:00am to 4:30pm \*\***

\*\*If overtime is needed, it is mandatory, and will be worked on Friday and/or Saturday starting at 6:00am and working until work is completed, but no later than 4:30pm.

Please send resume or completed application to:

**Thermo-Tech Windows LLC**  
**Attn: Human Resources**  
**1120 38<sup>th</sup> Avenue Northeast**  
**Sauk Rapids Minnesota 56379**

**Or email them to: [jobs@thermo-techwindows.com](mailto:jobs@thermo-techwindows.com)**