Job Title: Wood Processor	Employee Signature & Date:
Department: Building Components	Reports to: Team Lead
Revision Date: October 19, 2024	Approved By: Elliott LeBlanc

Position Overview

The Integrity Group of Companies consists of five different business units, with the primary areas of focus including the construction of post frame buildings across Western Canada, supplying framing material packages to homebuilders in Calgary and area, as well as manufacturing.

The responsibilities of the Wood Processor are to pick and cut engineered wood consisting of I-Joist, Laminated Veneer Lumber, and Laminated Strand Lumber, Dimensional Lumber to specifications, read drawings and build wall panels in a manufacturing environment.

Roles and Responsibilities

- Pick engineered wood products and dimensional lumber from the lumber yard
- Quality control of lumber products and determine its use
- Read cut list and measure the engineered products to accurate length
- Cut wood product according to specifications
- Read drawings provided by the Mitek software system or by paper copy
- Build wall panels according to specifications
- Operate overhead crane
- Ensure work is being done effectively and accurately
- Maintain equipment and tools and report on malfunctions
- Adhere to health & safety policies and quality standards

Skills/Qualifications

- Ability to lift up to 50 lbs
- Strong organizational, planning and time management skills an asset
- Self-starter with the ability to work cooperatively and be willing to assist others
- Great attention to detail
- Good physical strength and stamina
- Working outdoors for quality control

Education/Experience Requirements

- **Minimum Experience:** 1 year of framing experience is considered an asset.

Technology & Equipment

- Operate tools such as the saw, nailer, square, measuring tape etc.
- Forklift or crane experience an asset

NOTE: **This job description is not intended to be all-inclusive. Employee may perform other related duties as assigned to meet the ongoing needs of the organization.**