



## Seastrom Manufacturing Company, Inc.

### About Us

Seastrom Manufacturing Co., Inc. is a U.S. manufacturer of precision stamping along with standard and custom assembly hardware located in Twin Falls, Idaho. Seastrom has earned the distinction as an approved supplier for most major aerospace, automotive, and commercial manufacturers. Seastrom offers several custom capabilities including Precision Stamping, CNC Machining, Multi-Spindle Screw Machining, Four-Slide Process, Waterjet, Laser Part Marking & Engraving, Special Packaging, and Engineering assistance in developing parts that will increase value and lower costs.

Seastrom Manufacturing's investment in manufacturing capabilities and certifications assure each customer the highest level of precision. Seastrom Manufacturing is DFARS, REACH, RoHS, Nadcap, PPAP, and ITAR compliant, and is ISO9001 and AS9100 certified.

### Opportunity: MATERIAL CONTROL CLERK – Mon-Fri, 6am-2pm

The **Material Control Clerk** will distribute, decoil, shear, and saw raw material inventory to ensure timely delivery and maintain inventory controls. Consistently follows processes and schedules independently, with periodic interaction with manager and others while following our core values of maintaining relationships in a team environment modeling professionalism, interpersonal skills, problem solving, adaptability, and personal value commitment.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

- Read, understand, and follow directions on job orders.
- Use mathematical devices such as calipers and micrometers for measuring material.
- Pull stock of raw materials using forklifts and stationary lifting devices
- Put material in proper production locations.
- Return raw material from production floor back into proper inventory racks.
- Pull, prep, and deliver rods.
- Setup and operate the Jet Shears and the Accushear.
- Safely use the belt sander for grinding rod tips.
- Set up and operate the band saw safely and effectively.
- Basic print reading abilities.
- Adhere to all safety rules and guidelines.
- Performing any required inspections and appropriate follow-up.
- Determine locations for stocking new materials.
- Work efficiently and safely in a high volume and fast paced environments to meet production schedules.
- Train fellow team members in all areas of material preparation including safety.
- Unload trucks from vendors
- Meet deadlines and prioritize work, as well as follow through with any given expedites.
- Use mathematical calculations to convert information into usable formats, such as converting the dimensions of raw material into pounds.
- Work in a safe and professional manner, keep a clean work area, and wear proper protective equipment.
- Assist in improving existing systems and procedures.
- Attend designated meetings.



- Comply with ISO/AS9100 standards.

#### **QUALIFICATIONS:**

- Must be at least 18 years old.
- High School diploma/GED or equivalent combination of education and experience.
- Must meet "US Person" criteria per ITAR compliance regulations.
- The ability to read and speak English language with comprehension skills sufficient to understand safety standards and job performance expectation.
- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Able to interpret instructions which may be furnished in written, oral, diagram or schedule form.
- **Forklift certification will be required.**
- While performing the duties of this job, the employee is regularly required to stand; and is frequently required to walk and stop, kneel, crouch and reach. Some sitting is required. The employee is frequently required to lift and/or move 10 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, depth perception and the ability to adjust focus.
- While performing the duties of this job the employee is regularly subject to hazards, such as proximity to moving mechanical parts, where there is air and/or skin exposure to oils and noise.
- The noise level in the environment is moderate to loud.

#### **BENEFITS** *(most benefits begin the first day of the month following the hire date):*

- Comprehensive benefits package including Health, Dental, Vision, Life, and Long-Term Disability
- Additional voluntary benefits such as additional life, accidental death, and critical illness
- 401K program with company-matching (eligible after one year of service)
- Paid time off (PTO) from 1 to 3 weeks depending on length of service
- Personal Days - up to 5 per year
- Nine (9) company-paid holidays
- Profit Sharing
- Referral program
- Length of service program for full-time employees
- Drug-free workplace
- Safe, clean, climate-controlled facility