



# SHEFFIELD FORGEMASTERS

## JOB DESCRIPTION & PERSON SPECIFICATION

### Position details:

JD No:	343
Job title:	Trainee Forge/Heat Treatment Operative
Division/Department:	Forge
Reports to:	Forge and Heat Treatment Manager and Shift Managers.

### Job Description:

The purpose of the job:	To develop in all areas of the forge during the 4 year period. This would include areas such as Heat Treatment, 3 Press, 5 Press and PCC (Process Control Centre).
The scope of the job:	To spend set periods of time in all areas of the forge in the following areas. <ul style="list-style-type: none"><li>• Heat Treatment</li><li>• 3 Press.</li><li>• 5 Press.</li><li>• PCC.</li></ul>
The responsibilities of the job:	<ul style="list-style-type: none"><li>• Commit to an internal training programme set out by Forge Management.</li><li>• Attend any training courses throughout the training period.</li></ul>
The tasks of the job:	<p><b><u>North &amp; West Treatment Plants.</u></b></p> <p>Learn all activities within Heat Treatment such as:</p> <ul style="list-style-type: none"><li>• Learn how to charge furnaces for quenching/Air cooling of forgings.</li><li>• Contacting forgings using temperature control thermocouples.</li><li>• Sliding training.</li><li>• Crane driver training.</li><li>• And any other tasks within the department.</li></ul> <p><b><u>3 Press</u></b></p> <p>Learn all activities within 3 Press such as:</p> <ul style="list-style-type: none"><li>• Furnace charging of forgings and blooms.</li><li>• 2nd lead hand tasks.</li><li>• Press driving.</li><li>• Crane driving.</li><li>• Forge lead hand role.</li><li>• And any other associated duties.</li></ul>

	<p><b><u>5 Press</u></b>  Learn all activities within 5 Press such as:</p> <ul style="list-style-type: none"> <li>• Furnace charging of forgings and blooms.</li> <li>• 2nd lead hand tasks.</li> <li>• Press driving.</li> <li>• Crane driving.</li> <li>• Forge lead hand role.</li> <li>• And any other associated duties.</li> </ul> <p><b><u>PCC (Process Control Centre.)</u></b>  Learn all activities within the PCC department such as:</p> <ul style="list-style-type: none"> <li>• Mestec data capture system.</li> <li>• Furnace control.</li> <li>• Thermocouple usage.</li> <li>• Documentation control for heat treatment and forge activities.</li> <li>• Department planning of daily activities.</li> <li>• Heat Treatment supervision and planning of the department.</li> </ul>
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### Person Specification:

Specific qualifications required for the role: (Insert more rows if required)	Essential	Desirable
Ideally but not exclusively 3 GCSEs grade 4-9 including Maths, English and a Science		Y
Skills, attributes & knowledge required: (Insert more rows if required)	Essential	Desirable
Good understanding of Health and Safety		Y
Good communication skills	Y	
Type of experience required: (Insert more rows if required)	Essential	Desirable
Ability to work within safety procedures	Y	
Ability to meet deadlines	Y	
Personal qualities: (Insert more rows if required)	Essential	Desirable
Willing & able to undertake shift work	Y	
Good organisational and time management skills	Y	
Self-motivated with the ability to be flexible and	Y	



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use own initiative		
Willingness to learn	Y	