

FINDING

Work at ...

Informing
Attracting
Developing
Retaining



FORM-TECH MACHINING & FABRICATION

Company Background



Form-Tech Machining & Fabrication was founded in 1993 with a staff of only two owner/operators. Today, it is a company with complete machining and fabrication capabilities. The company services agricultural and oilfield clients in the Medicine Hat region. The company employs approximately 20 welders, machinists, and other labourers.

Form-Tech also performs various specialty fabrication services such as:

- Truck decks.
- Toolboxes.
- Counter tops.
- Hoods.
- Hydraulic cylinders.
- Pistons.
- Sprockets.
- Powder coating & painting.

Form-Tech currently has two production facilities in Medicine Hat: a machine center (approximately 15,000 square feet) and a welding center (approximately 10,000 square feet).

Types & Nature of Work

The main positions at Form-Tech are Machinist, Welder, and Labourer. All three positions require employees to be in good physical condition, able to lift at least 20 kgs., on their feet the majority of the day, and mechanically inclined.

Machinist duties include:

- Read and interpret drawings.
- Perform manual and CNC machining.
- Set-up, operate, and maintain a variety of machine tools.
- Fit and assemble metal parts.
- Monitor quality control.

Welder duties include:

- Read and interpret blueprints or welding process specifications.
- Operate equipment which includes MIG, TIG, and stick welders and oxygen/acetylene.

Labourer (entry-level) duties include:

- Assist welders and machinists.
- Drilling, shearing, breaking, rolling.
- Sweeping and cleaning.
- Grinding parts.
- Forklift driving.
- Shipping and receiving.



FORM-TECH MACHINING & FABRICATION

Informing
Attracting
Developing
Retaining



Ideal Candidate Qualifications

These positions require employees to:

- Have a grade 12 diploma.
- Have or be prepared to obtain apprenticeship or journeymen certifications (specific trades).
- Be in good physical condition.
- Able to lift at least 20 kilograms.
- Capable of being on their feet the majority of the day.
- Be mechanically inclined.
- Be safety-conscious at all times.
- Be on-time and dependable.

Training Opportunities

Welding and Machinist Apprentice opportunities may be available to qualified applicants. Journeyman trades people train apprentices using the “buddy system” and a hands-on process.

Hours, Pay, Benefits

- There are full time and part time positions within the company.
- Work is generally year round with occasional overtime required.
- Employees work shift work that includes some evenings and nights.
- The hours of operation are Monday to Friday 8:00 a.m. to 4:30 p.m.
- A benefit package is available to employees that successfully complete the 3-month probationary period.
- Bonuses and training incentives are occasionally offered.

How to Apply

It is preferred that applicants apply in person with a resume. Resumes can also be forwarded by mail, fax, or email.

The hiring process generally involves the following:

- Applicants' resumes are reviewed by management.
- A formal interview is scheduled and conducted.
- The appropriate foreman may be consulted for input on potential employees.
- Applicants may be required to complete a performance test.
- If a candidate meets the criteria, an offer of employment is made.



Contact Information

Form-Tech Machining & Fabrication
Armand Cheret
Personnel Manager
1115 Brier Park Way NW
Medicine Hat, AB
T1C 1T2

Phone: (403) 529-5600

Fax: (403) 527-4618

Email: armand@formtech.ca

Website: www.formtech.ca