JOB DESCRIPTION
STRUCTURAL STEEL EXPEDITER

Position Summary

The Structural Steel Expediter coordinates and tracks materials, drawings, and production schedules to support on-time completion of structural steel projects.

Key Responsibilities

- Read and interpret structural and shop drawings, blueprints, and specifications.
- Verify dimensions of detail materials and ensure assemblies meet quality standards and tolerances.
- Identify and correct material discrepancies or drawing conflicts.
- Operate overhead cranes, forklifts, and rigging equipment safely.
- Work closely with fitters, supervisors, and quality control to complete assemblies on schedule.
- Follow safety guidelines and maintain a clean and organized work area.

Qualifications

- Ability to read structural drawings (beams, columns, connections, etc.) is a plus.
- Proficient in measuring, layout, and shop math.
- Ability to operate cranes, rigging, and basic fabrication tools.
- Familiarity with welding processes (FCAW, SMAW, MIG) is a plus.
- Strong attention to detail and ability to work independently or in a team.
- Must be punctual and possess a strong work ethic.
- Must be willing to work overtime and weekends as necessary.
- Must be willing to submit to a drug screen.

Preferred Skills

- Ability to solve layout issues and provide feedback to supervisors or QC.

Work Environment

- Fabrication shop environment with exposure to noise, heat, and heavy equipment.
- Requires use of PPE and adherence to company safety guidelines.
- Requires standing, lifting, and moving steel components regularly.
- May involve overtime, weekend work, or project-specific schedules.