



FUNCTIONAL JOB DESCRIPTION

JOB TITLE: Material Handler

DEPARTMENT:

REPORTS TO:

JOB OBJECTIVE: Is capable of performing a variety of material handling functions. The individual should be familiar with and capable of using various types of lifting equipment. A material handler is also required to perform other miscellaneous tasks, as supervision deems necessary.

ESSENTIAL JOB FUNCTIONS:

- Reads and interprets blueprints and machine drawings to determine specific material requirements.
- Determine which process should be used for moving raw steel or finished product in any given situation.
- Use a variety of hand tools and machines.
- Be able to drive any type of forklift.
- Be able to safely rig a load for lifting.
- Maintains work area in a neat and clean condition.
- Observes all safety rules and regulations.
- Performs necessary maintenance and repair on some equipment used.
- Be able to move parts in and move finished product out of work areas.

EQUIPMENT USED TO PERFORM JOB: Cutting torch, hand grinders, hand tools, belt sander, forklifts, overhead hoist, ear plugs, eye protection, safety shoes, protective clothing.

CRITICAL PHYSICAL DEMANDS:

- Bend/stoop continuously-moving raw steel or finished parts.
- Squat occasionally-moving raw steel or finished parts.
- Kneel/crouch occasionally-moving raw steel or finished parts.
- Balance continuously-working around equipment and machines.
- Reach above shoulder level frequently.
- Push/pull 4 wheel carts, Aframes frequently.
- Carry metal parts ranging from 1 lb. to 25 lbs. continuously.
- Carry metal parts ranging from 26 lbs. to 60 lbs. frequently.
- Carry metal parts ranging from 61 lbs. to 100 lbs. occasionally.
- Lift metal parts ranging from 1 lb. to 25 lbs. continuously.
- Lift metal parts ranging from 26 lbs. to 60 lbs. frequently.
- Lift metal parts ranging from 61 lbs. to 100 lbs. occasionally.
- Climb occasionally-ladders to work on large parts.
- Grip continuously-for tool use, and parts handling.

QUALIFICATIONS:

- Forklift certificate
- Need to be able to read instructions and prints.
- Must be able to measure material.

*Each employee should be aware that changes in this job description could occur at any time. Also this job description is not to be considered or construed to be a contract of employment.

Supervisor's Signature

Date