

CRAFT POSITION SUMMARY	CRAFT HELPER
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INSTRUCTIONS: Check the following Fundamental Job Duties that the qualified individual must be able to perform on a continual basis. Any additional Fundamental Job Duties must be entered on the Craft Employment Requisition.

FUNDAMENTAL JOB DUTIES
ASSIST IN TEAM ASSIGNMENTS REQUIRING UTILIZATION OF MANY CRAFTS ON SITE ASSIST CRAFTSMEN IN THEIR DAILY ACTIVITIES LOAD, UNLOAD, TRANSPORT AND FURNISH CRAFTSMEN WITH MATERIALS, TOOLS, EQUIPMENT AND SUPPLIES CLEAN WORK AREA AND RE-STOCK SUPPLIES AND MATERIALS AS NECESSARY MAY ASSIST IN LIFTING, POSITIONING, AND SECURING OF MATERIALS AND WORKPIECES DURING INSTALLATION MAY PERFORM MINOR MAINTENANCE OR CLEANING ACTIVITIES OF CRAFTSMAN TOOLS AND EQUIPMENT

PHYSICAL DEMANDS of ANY INDUSTRIAL HELPERS
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Working outdoors in an industrial type environment working on and/or around heavy machinery, which may include extreme hot, cold or wet conditions. Frequent heavy lifting, pulling, pushing, and straining for prolonged periods of time. Requires working at various heights from the ground. Requires standing, bending, squatting, repetitive motions and stopping at prolonged intervals. Climbing onto machinery, Climbing of stairs, ladders, scaffolds, catwalks, pipe racks and uneven or slippery work surfaces. Stoops, kneels, or crouches to gain access in order to perform the work. Reaches for and handles the tools used. Fingers the fasteners in order to tighten or loosen them. May require working in cramped and confined spaces, wearing of proper Personal Protective Equipment (PPE) including Scott Pak's or respiratory equipment, etc.
 Working in/or around toxic chemical or hazardous material.

MENTAL DEMANDS AND WORKING CONDITIONS SUMMARY

INSTRUCTIONS: Listed below are the mental demands and working conditions that are associated with open position. Check the appropriate frequency for each activity using the following codes: **F= Frequently O= Occasionally N= None / Not Applicable**

ACTIVITY	FREQUENCY		
	F	O	N
MENTAL DEMANDS			
Understand and carry out oral instructions			
Read and carry out simple written instructions			
Read and carry out complicated written instructions			
Work at varying heights			
Read and interpret detail prints and documents			
Add, subtract, multiply and divide whole numbers, fractions, decimals and metrics to calculate surfaces, volumes, weights and measures			
Operate complex equipment and power tools			
Operate small equipment and power tools			

WORKING CONDITIONS

Work in extreme weather conditions hot, humidity & cold			
Work in wet, muddy and slippery conditions			
Work in cramped quarters/confined space			
Work where noise level is above 89 decibels			