

Employee Name (Print): _____

Employee Signature: _____

Employee last 4 of Social Security number: _____

Date Signed: _____

HR Representative printed name: _____

HR Representative Signature: _____

Date Signed: _____

CRAFT POSITION SUMMARY

LABORER

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

BASIC SAFETY
 PROPER IDENTIFICATION, USE AND CARE OF HAND POWER TOOLS
 HOUSEKEEPING (CLEANING, TRASH PICK UP, SWEEPING,)
 FIREWATCH / HOLEWATCH
 LIFTING
 BENDING
 FLAGGING
 DEWATERING
 HELPING MECHANICAL & CIVIL MENTOR (JRYN. /LEADMAN) ON DAILY WORK TASKS

PHYSICAL DEMANDS of ANY INDUSTRIAL CRAFT LABORER OR HELPER

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. Working with chain hoist, come along, pulleys, rope and tackle, sling and chokers. 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			
Assemble and disassemble objects			
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			