

F.H. STOLTZE LAND & LUMBER COMPANY

JOB DESCRIPTION/PHYSICAL DEMANDS SUMMARY

A. JOB TITLE: Inside Clean-Up - Sawmill

B. JOB QUALIFICATIONS:

Must be 18 years or older. Strong safety awareness, reliable attendance, and accountability for performance are essential. Sawmill Inside Clean-up must be able to meet the physical requirements of the job including long periods of standing, walking, bending, lifting lumber, shoveling wood waste, exposure to ambient temperatures, and airborne particles (sawdust). Preference given to previous experience in a sawmill environment or manufacturing. Must pass a pre-employment drug screening and job-related physical.

C. JOB SUMMARY:

Under the supervision of the Plant Supervisor, the Inside Clean-Up Person uses a shovel, broom, air hose, wheelbarrow, forklift, and bobcat to clean sawdust and wood waste from inside buildings.

D. ESSENTIAL JOB FUNCTIONS:

- Sweeping, shoveling, and removing sawdust, wood chips, and debris from floors, platforms, and around machinery.
- Pick up scrap iron, and garbage and place them in proper bins for disposal.
- Blows sawdust from areas including rafters, beams, and equipment, with air hoses
- Cleans up oil and water spills.
- Cleans restrooms and lunch rooms.
- Uses a chain saw to cut large waste wood into manageable pieces, properly disposing of them.
- Shovels snow in winter as necessary.
- Uses a broom to sweep floors.
- Uses a forklift to empty debris bins.
- Uses a bobcat to clear large piles.
- Maintains a clean work area

E. INFREQUENT/MARGINAL JOB FUNCTIONS:

- Fire watch.
- Fills in on production positions as needed.
- Performs minor carpentry and painting.
- Assists with outside clean-up.
- Performs other duties as required.

Inside Clean-up

F. PERFORMANCE STANDARDS:

- Demonstrates strong job performance, punctuality, and attendance
- Demonstrates the ability to use time efficiently.
- Knowledge of and adherence to safe operating procedures, including lock-out/tag-out, fire prevention, hazard communication, forklift safety, personal protective equipment (PPE), fall protection, ladder safety, and confined space safety (this list is not exhaustive)
- Demonstrates the willingness to learn and work at a variety of jobs.
- Demonstrates the ability to communicate, cooperate, and work effectively with supervisors and other employees.
- Able to work independently with minimal supervision

** This job description is not intended as an employment contract and does not guarantee employment for any specific duration. F.H. Stoltze reserves the right to modify, amend, or terminate this job description at any time without prior notice **

Dee Walcheck, MRC, CRC
OCCUPATIONAL HEALTH SERVICES
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02-13-14

OCCUPATIONAL HEALTH SERVICES

JOB ANALYSIS/PHYSICAL DEMANDS SUMMARY

EMPLOYEE: _____

EMPLOYER: F.H. STOLTZE LAND & LUMBER COMPANY

JOB TITLE: INSIDE CLEAN-UP – SAWMILL

I.	PHYSICAL DEMANDS	Rarely (1 - 5%)	Occasionally (6 - 33%)	Frequently (34 - 66%)	Continuously (67 - 100%)
A.	Sitting N/A	_____	_____	_____	_____
B.	Standing	_____	X	_____	_____
C.	Walking	_____	_____	_____	X
D.	Driving	_____	_____	X	_____
E.	Lifting				
	1. 0 - 10 lbs. Level	_____	_____	X	_____
		<u>Ranges ground to knee/waist/chest/shoulder/overhead</u>			
	2. 11 - 20 lbs. Level	_____	X	_____	_____
		<u>Ground to waist/overhead</u>			
	3. 21 - 35 lbs. Level	_____	X	_____	_____
		<u>Ground to waist/overhead</u>			
	4. 36 - 50 lbs. Level	_____	X	_____	_____
		<u>Ground to waist/overhead</u>			
	5. 51 - 100 lbs. Level	_____	X (up to 75#)	_____	_____
		<u>Ground to knee/waist/shoulder</u>			
	6. Over 100 lbs. Level N/A	_____	_____	_____	_____
F.	Carrying				
	1. 0 - 10 lbs. Distance	_____	X-----X	_____	_____
		<u>Up to 100 feet</u>			
	2. 11 - 20 lbs. Distance	_____	X	_____	_____
		<u>Up to 100 feet</u>			
	3. 21 - 35 lbs. Distance	_____	X	_____	_____
		<u>Up to 100 feet</u>			
	4. 36 - 50 lbs. Distance	_____	X	_____	_____
		<u>Up to 100 feet</u>			
	5. 51 - 100 lbs. Distance	_____	X (up to 75#)	_____	_____
		<u>Up to 100 feet</u>			
	6. Over 100 lbs. Distance N/A	_____	_____	_____	_____
G.	Push / Pull	**Forces are approximate and can vary daily depending upon circumstances and job duties.			
		_____	X (Up to 30# force)	_____	_____
	Activity / Object	<u>Broom, shovel, wheelbarrow</u>			
H.	Stooping / Bending	_____	_____	X	_____
I.	Squatting	X	_____	_____	_____
J.	Kneeling	X	_____	_____	_____
K.	Crawling	X	_____	_____	_____

EQUIPMENT (INSIDE CLEAN-UP)
LIFT/CARRY

<u>ITEM</u>	<u>WEIGHT</u>	<u>LEVEL LIFTED</u>
Garbage	Under 5#	Ground to waist
Misc. cleaning supplies	Under 5#	Ranges ground to knee/waist/ chest/shoulder/overhead
Misc. cleaning tools -broom -air hose	Under 10#	Ground level Ranges ground to knee/waist/ chest/shoulder/overhead
Shovel	5# empty up to 25# full	Ranges ground to knee/waist/ chest/shoulder/overhead
Chain saw	20 - 25#	Ground to waist
Wheelbarrow handle	75#	Knee to shoulder
Scrap lumber	Up to 50# *Up to 75#	Ground to overhead Ground to waist
*Scrap iron	*Up to 75#	Ground to waist

Lifts/carries over 50# are assisted when/where possible by the use of a cart, hoist, forklift, crane, or coworker assistance. All lifts/carries over 75# are with device or coworker assistance

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