

# **F.H. STOLTZE LAND & LUMBER COMPANY**

## **JOB DESCRIPTION/PHYSICAL DEMANDS SUMMARY**

**A. JOB TITLE: Sawmill Operator**

**B. JOB QUALIFICATIONS:**

Must be 18 years or older, high school graduate or equivalent preferred. Safety performance and attendance are key requirements. Sawmill Operators must be able to meet the physical requirements of the job including long periods of standing, bending, and lifting lumber, occasionally up to 50 lbs. and exposure to ambient temperatures and airborne particles (sawdust). Must possess skills necessary to safely and efficiently operate machinery and tasks relating to the production of lumber, including good decision making, manual dexterity and situational awareness. Preference given to previous experience in a sawmill environment or manufacturing. Must be able to successfully complete and pass pre-employment drug screen and work steps physical

**C. JOB SUMMARY:**

Under the supervision of the Sawmill Superintendent and Shift Foremen, the Sawmill Operator's primary function is to operate the various sawmill machine centers and equipment safely and efficiently: Works closely with other sawmill and equipment operators.

**D. ESSENTIAL JOB FUNCTIONS (Small Debarker Operator)**

1. Safely and effectively perform tasks as directed by supervisor
2. Operates control center to cut logs to optimum lengths and remove all bark
3. Demonstrates the ability to maximize the value of each log
4. Safely and effectively learns to operate machine centers as assigned in the sawmill.
5. Monitors flow of material to and from the machine centers and makes adjustments as necessary to ensure production and quantity standards are met
6. Able to conduct visual equipment inspections and support maintenance in troubleshooting/repairs when applicable
7. Controls two log decks, log dump and log loader
8. Operates the cut-off saw to cut logs to required lengths
9. Operates conveyors to send logs through the debarker
10. Operates a chain saw to cut crooked logs or limbs from logs
11. Uses bars and peavey to move and straighten logs
12. Coordinates via radio with Log Yard Loader Operator
13. Operates the defect cut-off saw
14. Maintains a clean work area clear of debris

## Sawmill Operator

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### E. ESSENTIAL JOB FUNCTIONS (Cut-Off Saw Operator)

1. Controls log decks and a log dump
2. Operates control center to advance logs on decks and conveyors
3. Operates the cut-off saw to cut logs to maximize fiber recovery in accordance with instructions from the Sales Manager
4. Maintains a steady stream of properly cut logs
5. Monitors logs through the metal detector and drops these logs to the ground when the drop spot is verified to be clear of all personnel
6. Makes minor repairs to area machinery
7. Operates a chain saw to cut crooked logs or limbs from logs
8. Uses bars and peavey to move and straighten logs
9. Coordinates via radio and works closely with log yard loader operator, debarker and twinband operators and sawyers
10. Rotates to the debarker
11. Maintains a clean work area clear of debris

### F. ESSENTIAL JOB FUNCTIONS (Twin Band Operator)

1. Continuously monitors the system (control panel, computer, monitor, camera, electronic eyes, data screen) to ensure a smooth flow and optimum cutting decisions
2. Operates controls for the big log line (log deck, conveyor, cut-off saw, debarker, log kicker and in-feed conveyors into the mill)
3. Makes proper cutting decisions, according to log quality and instructions from the Sales Manager
4. Communicates with log yard personnel, debarker operator, gang saw operator and the cut-off saw operator
5. Controls transfer conveyors
6. Cleans the twinband saw and slabber area
7. Assists with changing of saw blades on a daily basis
8. Operates a chain saw, hoist and bars to straighten out log jam-ups
9. Maintains a clean work area

### G. ESSENTIAL JOB FUNCTIONS (Trimmer Operator)

1. Singulates lumber into scanner and trimmer
2. Overrides scanner decision when necessary
3. Straightens plug ups in machinery from the unscramblers to the sorter
4. Operates controls for scanner, trimmer and related transfers and bin sorter
5. Maintains a clean work area clear of debris

**H. ESSENTIAL JOB FUNCTIONS (McGhee Gang Operator)**

1. Controls cant transfer and conveyors
2. Positions cant for quality and grade
3. Positions cant for 1" or 2" boards
4. Changes saws and guides in machine
5. Cleans machine and feed rolls
6. Locks out machine for maintenance or changing of saws
7. Moves cants by hand or with bars to correct jam-ups
8. Uses a chain saw to cut out iron or defects in logs
9. Maintains a clean work area clear of debris

**I. ESSENTIAL JOB FUNCTIONS (Resaw Operator)**

1. Cuts lumber into 1" or 2" boards by operating the Resaw
2. Changes saw when needed
3. Keeps main roll case clear of lumber
4. Keeps working area clean
5. Flips large slabs prior to sawing
6. Maintains a clean work area clear of debris

**J. ESSENTIAL JOB FUNCTIONS (Old Edger Operator)**

1. Passes lumber to the Robo Edger
2. Cuts lumber into optimum widths for grade and quality
3. Keeps lumber straight on the main roll case
4. Cleans saws when necessary
5. Handles boards and operates foot controls to sort and separate boards
6. Maintains a clean work area clear of debris

**K. ESSENTIAL JOB FUNCTIONS (Optimized Edger (Robo) Operator)**

1. Positions lumber wane-up for the scanner and edger
2. Handles boards and operates control switches to sort and feed lumber
3. Starts and stops the entire edger system and lumber transfers
4. Feeds return lumber into the edger system
5. Clears any lumber jams in the edger infeed area
6. Monitors the reader board and responds to error messages
7. Maintains a clean work area clear of debris

**L. ESSENTIAL JOB FUNCTIONS (Drop Sorter/Stacker Operator)**

1. Operates hand and foot controls for transfer conveyor and stacker
2. Straightens piles of lumber on transfers
3. Uses a cant hook or pole to straighten lumber in bins
4. Climbs into bins if necessary to straighten out lumber
5. Operates controls on the bin sorter
6. Drops down boards off the conveyor that need to be re-manufactured
7. Reports quality control problems to the supervisor
8. Cleans stacker and sorter areas as time permits
9. Maintains a clean work area clear of debris

**M. INFREQUENT/MARGINAL JOB FUNCTIONS:**

1. Performs fire watch duty when needed
2. Assist maintenance personal with repair of machinery when needed
3. Performs other duties as required.

**N. PERFORMANCE STANDARDS:**

1. Demonstrates the ability to keep up with lumber flow from the mill.
2. Ensure safe work practices and compliance with safe operating procedures, including lock-out/tag-out.
3. Demonstrates good work performance and attendance.
4. Demonstrates the ability to communicate, cooperate and work effectively with supervisors and other employees as a team.
5. Demonstrates the willingness to learn and work at a variety of jobs
6. Must be comfortable wearing PPE (gloves, eye and hearing protection, hard hat, and any other required safety equipment) for the duration of the shift.
7. learn to identify and communicate production and quality concerns to foremen.
8. Demonstrates the ability to work independently, without direct supervision
9. Demonstrates the ability to maximize production levels
10. Demonstrates the ability to accurately cut boards for grade and quality
11. Demonstrates the ability to use time efficiently
12. Rotates between machine centers where trained to do so
13. Ability to perform all essential job functions and standards.

***This job description is not an employment agreement or contract. Management has the exclusive right to alter this job description at any time without notice.***

## **SAWMILL OPERATOR JOB TIERS:**

### **Sawmill Base Operator**

The Sawmill Base Operator will be trained to safely and efficiently operate a machine center in the sawmill. The Base Operator will assist with cleanup and maintenance when there is downtime. Will learn to work independently and abide by all safe operating procedures. Works closely with other operators and plant employees.

### **Sawmill Operator IV (4)**

The Sawmill Operator IV, is trained and able to safely and efficiently operate one (1) machine center, including all essential job functions. The Sawmill Operator IV takes incitive when there is down time for cleanup and maintenance, and is able to work independently without a lot of supervision. Abides by all safe operating procedures. Works closely with other operators and plant employees

### **Sawmill Operator III (3)**

Prior experience in safe and efficient Sawmill operations. The Sawmill Operator III has working knowledge of various machine centers and can proficiently run 1-3 different areas if required to do so. The Sawmill Operator III takes incitive when there is down time for cleanup and maintenance, and is able to work independently without supervision. Abides by all safe operating procedures and has the ability to perform all essential job functions and performance standards as applicable. Able to assist in training of new operators. Works closely with other operators and plant employees

### **Sawmill Operator II (2)**

Prior experience in safe and efficient Sawmill operations. The Sawmill Operator II is proficient in all areas and machine centers in the Sawmill with the exception of the Sawyer position. Works with other operators to maintain efficiency and high quality of lumber. Working knowledge of lumber products and grade required. Can work independently without supervision. Ability to trouble shoot problems with machine centers for maintenance crew. Able to train and evaluate new operators. Can perform all essential job functions as applicable on various machine centers and performance standards.

### **Sawmill Operator I (1)**

Minimum of one (1) year of experience in safe and efficient Sawmill operations. The Sawmill Operator I is proficient in all areas and machine centers in the Sawmill and able to work independently without supervision. Works with other operators to maintain efficiency and high quality of lumber. Working knowledge of lumber products and grade required. Ability to trouble shoot problems with machine centers for maintenance crew. Able to train and evaluate new operators. Can perform all essential job functions as applicable on various machine centers and performance standards. The Sawmill Operator I can fill in for the Head Rig Sawyer when needed.

# OCCUPATIONAL HEALTH SERVICES

## JOB ANALYSIS/PHYSICAL DEMANDS SUMMARY

EMPLOYEE: \_\_\_\_\_

EMPLOYER: F.H. STOLTZE LAND & LUMBER COMPANY

JOB TITLE: SAWMILL OPERATOR

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

	Rarely (1 - 5%)	Occasionally (6 - 33%)	Frequently (34 - 66%)	Continuously (67 - 100%)
I. Squatting	_____	<u>  X  </u>	_____	_____
J. Kneeling	_____	<u>  X  </u>	_____	_____
K. Crawling	<u>  X  </u>	_____	_____	_____
L. Twisting	_____	_____	<u>  X  </u>	_____
M. Climbing	_____	<u>  X  </u>	_____	_____
Activity	<u>  Stairs, ramp, ladder  </u>			
N. Balance	_____	<u>  X  </u>	_____	_____
O. Reaching				
1. Below Waist	_____	<u>  X  </u>	_____	_____
2. Waist to Chest	_____	_____	<u>  X  </u>	_____
3. At Shoulder	_____	<u>  X  </u>	_____	_____
4. Above Shoulder	_____	<u>  X  </u>	_____	_____
P. Hands				
1. Simple Grasp	_____	_____	<u>  X  </u>	_____
2. Firm Grasp	_____	<u>  X  </u>	_____	_____
3. Fine Manipulating	<u>  X  </u>	_____	_____	_____
Q. Foot Controls				
1. Right Foot	_____	<u>  X  </u>	_____	_____
2. Left Foot	_____	_____	_____	_____
R. Head / Neck				
1. Flexion	Yes <u>  X  </u>	No _____		
2. Rotation	Yes <u>  X  </u>	No _____		
S. Talking	Yes <u>  X  </u>	No _____		
T. Hearing	Yes <u>  X  </u>	No _____		
U. Vision				
1. Near Acuity	Yes <u>  X  </u>	No _____		
2. Far Acuity	Yes <u>  X  </u>	No _____		
3. Depth Perception	Yes <u>  X  </u>	No _____		
4. Color Vision	Yes <u>  X  </u>	No _____		
5. Field of Vision	Yes <u>  X  </u>	No _____		

II. **EQUIPMENT** Chain saw, end loader, miscellaneous cleaning tools (see equipment list)

III. **ENVIRONMENTAL CONDITIONS**

- A. Inside 95 %                      Outside 5 %
- B. Temperature (Non-Weather Related): Normal   X   Extreme Cold \_\_\_\_\_ Extreme Heat \_\_\_\_\_
- C. Humidity (Non-Weather Related): Normal   X   Wet \_\_\_\_\_ Dry \_\_\_\_\_
- D. Hazards: Mechanical   X   Electrical   X   Chemical \_\_\_\_\_ Burns \_\_\_\_\_ Cuts   X   Noise   X   Dust   X   Fumes   X    
 Heights   X   Moving Machinery   X   Vibration \_\_\_\_\_ Slippery Surfaces   X   Explosives \_\_\_\_\_  
 Other \_\_\_\_\_
- E. Safety Equipment Required: Hard hat, earplugs, appropriate footwear, gloves, safety glasses or goggles

IV. **COMMENTS:** \_\_\_\_\_

**EQUIPMENT (SAWMILL OPERATOR) LIFT/CARRY**

<b><u>ITEM</u></b>	<b><u>WEIGHT</u></b>	<b><u>LEVEL LIFTED</u></b>
Pike Pole	5# Up to 100# when moving logs	Ground to knee/waist
Peavey waist	7#	Below ground to
Chain saw waist	20 - 25#	Below ground to
Broken logs	Up to 50#	Floor to waist
Saws	75# (2-person lift/carry)	Ground to overhead
Stickers	Up to 1# each	Ground/knee/waist/chest
Pick	2#	Knee/waist/chest/shoulder
Hammer	4#	Knee/waist/chest
Bar	10#	Ground/waist/chest
Electric chain saw	10#	Ground/waist/chest
Sledgehammer	15#	Ground/waist/chest
*Lumber/boards	10 – 50# 51 – 130# - with assistance boards over 50#	Ground/waist/chest/shoulder

\*Boards on transfer conveyer are only partially lifted/flipped\*

**PUSH/PULL**

**ITEM**  
**REQUIRED**

**FORCE**

Control buttons/levers

Minimal

Peavey (moving logs)

Up to 150#

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