

F.H. STOLTZE LAND & LUMBER COMPANY

JOB DESCRIPTION/PHYSICAL DEMANDS SUMMARY

A. JOB TITLE: Planer Operator

B. JOB QUALIFICATIONS:

Must be 18 years or older. Strong safety performance and reliable attendance are essential. The Planer Operator must be able to meet the physical requirements of the job, including prolonged standing, bending, and lifting lumber, occasionally up to 50 lbs., while working in environments with varying temperatures and airborne particles like sawdust. This role requires the ability to safely and efficiently operate machinery, strong decision-making skills, manual dexterity, and situational awareness. Preference is given to candidates with previous experience in a sawmill or manufacturing environment and those with mechanical aptitude and keen attention to detail. Experience with lumber quality and grading is beneficial. Must pass a pre-employment drug screen and job-related physical.

C. JOB SUMMARY:

Under the supervision of the Plant Supervisor and the Planer Lead. The **Planer Operator's** duties include operating machinery to stack loose boards into lumber units. Securing lumber units with plastic strapping to prepare units for inventory control and shipping. Works closely with the Scan Techs, Planer Setup, Shipping Forklift Operators, and other Planer Operators.

D. ESSENTIAL JOB FUNCTIONS: (PLANER RELIEF)

- Relieves and fills in for Planer Operators on breaks, temporary absences, vacation & sick leave
- Will perform basic duties of all planer positions, including (but not limited to) Clean-Up, Sticker Stacker, Feeder man, Bander, Bander Helper, Lumber Stacker, Pull Chain Operator, Forklift Driver, and Kilns
- Maintains a clean work area

E. ESSENTIAL JOB FUNCTIONS: (BANDER OPERATOR)

- Reports any quality issues to the Planer Lead and Lead Gradescan QC.
- Notifies the Planer Lead of mechanical or electrical problems.
- Tallies lumber units
- Completes and edits computer-generated inventory tickets
- Sorts out off-grade and damaged lumber
- Maintains a clean and organized work area clear of debris
- Ensures the Bander Helper works safely and efficiently.
- Secures lumber units properly
- Paper wraps the units as required

ESSENTIAL JOB FUNCTIONS CONTINUED: (BANDER OPERATOR)

- Replace banding rolls in the automated dispenser
- Hand band units if necessary
- Places corner protectors and positions dunnage
- Feeds new rolls of lumber wrap into the automated dispenser

E. ESSENTIAL JOB FUNCTIONS: (BANDER OPERATOR HELPER)

- Monitors for quality issues and reports them to the Bander Operator
- Identifies mechanical or electrical problems and notifies the Bander Operator.
- Assists with tallying lumber units
- Helps fill out and edit computer-generated inventory tickets.
- Maintains a clean and organized work area.
- Keeps surrounding work areas clean and clear
- Stocks dunnage in the dispenser and keeps bags stocked on the shelf.
- Secures lumber units properly.
- Paper wraps the units as required
- Replace banding rolls in the automated dispenser
- Handband units if necessary
- Places corner protectors and positions dunnage
- Feeds new rolls of lumber wrap into the automated dispenser
- Monitors and removes protruding sticker ends from units

F. ESSENTIAL JOB FUNCTIONS: (STACKER/SORTER OPERATOR)

- Reports any quality issues to the Planer Lead and Lead Gradescan QC
- Tallies lumber units
- Completes and edits computer-generated inventory tickets
- Sorts out off-grade and damaged lumber
- Maintains a clean and organized work area
- Stacks lumber using the automated stacker
- Identifies and resolves lumber issues in the sorter
- Secures lumber units properly

G. ESSENTIAL JOB FUNCTIONS: (STICKER/STACKER OPERATOR)

- Monitors the sticker stacker machine, clearing any jam-ups
- Stacks the lumber clubs
- Cleans and stacks rejected muddy lumber; transports rejected lumber to the chipper belt
- Identifies and removes any metal in the lumber
- Runs the molder to produce dunnage
- Cuts and stacks lumber dunnage

ESSENTIAL JOB FUNCTIONS CONT. (STICKER/STACKER OPERATOR)

- Serves as the primary operator for the small forklift
- Starts the machine and ensures chains and belts are clear
- Reports mechanical issues in the sticker stacker area to the Planer Lead
- Cleans and shovels snow under the #1 planer infeed
- Keeps the work area clean and organized

E. INFREQUENT/MARGINAL JOB FUNCTIONS

- Assists the Lumber Feeder and Millwright
- Monitors the pull chain
- Transports rejected lumber to the Graders
- Cleans chipper area
- Builds wooden sticker racks
- Builds and repairs rooftops
- Sorts wood into ROBO, Rough and muddy, Rerun
- Notifies Planer Lead when supplies are low
- Restacks spilled units
- Removes mud and metal from lumber with attention to detail
- Cuts wood to keep in production run.
- Shovels snow and dirt as needed
- Operates the floor sweeper
- Works swing or night shift when required
- Performs other duties as required

F. PERFORMANCE STANDARDS:

- **Production Efficiency:**
 - Maintains the ability to keep up with lumber flow and production levels
 - Works efficiently under pressure while maintaining focus and productivity
 - Uses time effectively to meet production goals
- **Safety & Compliance:**
 - Understands and adheres to all safety protocols, including lock-out/tag-out, fire prevention, hazard communication, forklift safety, PPE, fall protection, ladder safety, and confined space safety
 - Remains attentive to preventive maintenance and overall lumber quality
 - Adapts to varying work conditions, including different weather and surface conditions
- **Teamwork & Communication:**
 - Communicates, cooperates, and works effectively with supervisors and coworkers
 - Follows complex verbal and written instructions accurately

PERFORMANCE STANDARDS CONTINUED:

- **Job Knowledge & Adaptability:**
 - Demonstrates a willingness to learn and perform various tasks
 - Able to work independently, without direct supervision
 - Quickly adapts to new challenges and responsibilities
 - Identifies problems and suggests solutions to improve production efficiency

- **Quality & Equipment Management:**
 - Balances production speed with quality assurance
 - Identifies and reports all quality issues
 - Ensures the quality appearance of finished lumber units.
 - Monitors and reports equipment and machinery issues

- **Attendance & Reliability:**
 - Maintains strong performance, safety awareness, and attendance
 - Starts and stops the production line on time.
 - Available to work varying shifts and overtime as required

PLANER OPERATOR JOB TIERS:

Planer Base Operator

The **Planer Base Operator** will be trained to safely and efficiently operate machine centers in the Planer, including the Bander, Sticker Stacker, and Sorter. This role also involves assisting with cleanup and maintenance during downtime. The operator will develop the ability to work independently while adhering to all safe operating procedures. Works closely with other operators and plant employees.

Planer Operator II (2)

The **Planer Operator II** is trained to safely and efficiently operate one machine center and can perform all essential job functions and performance standards. This operator takes initiative during downtime for cleanup and maintenance and can work independently with minimal supervision. The Planer Operator II adheres to all safe operating procedures and may assist in training new operators. Works closely with other operators and plant employees.

Planer Operator I (1)

Prior experience in safe and efficient Planer operations is required. The **Planer Operator I** is proficient in operating and rotating as an operator relief when necessary. This role requires taking initiative during downtime for cleanup and maintenance, and the ability to work independently without supervision. The Planer Operator I adheres to all safe operating procedures and can perform all essential job functions and meet performance standards. Additionally, the operator is capable of training and assisting new operators. The Planer Operator I works closely with other operators, supervisors, and plant employees to ensure smooth operations

** 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 **

OCCUPATIONAL MEDICINE

JOB ANALYSIS/PHYSICAL DEMANDS SUMMARY

EMPLOYEE: _____ EMPLOYER: F.H. STOLTZE LAND & LUMBER COMPANY
 JOB TITLE: PLANER OPERATOR

I. PHYSICAL DEMANDS		Rarely (1 - 5%)	Occasionally (6 - 33%)	Frequently (34 - 66%)	Continuously (67 - 100%)
A.	Sitting N/A	_____	_____	_____	_____
B.	Standing (Stationary)	<u>X</u>	_____	_____	_____
C.	Walking	_____	_____	_____	<u>X</u>
D.	Driving (Equipment)	_____	<u>X</u>	_____	_____
E.	Lifting				
1.	0 - 10 lbs. Level	_____	<u>X-----X</u>	<u>X</u>	_____
		<u>Ground to knee/waist/chest/shoulder</u>			
2.	11 - 20 lbs. Level	<u>X</u>	_____	_____	_____
		<u>Ground to knee/waist/chest/shoulder</u>			
3.	21 - 35 lbs. Level	<u>X</u>	_____	_____	_____
		<u>Ground to waist/chest/shoulder</u>			
4.	36 - 50 lbs. Level	<u>X</u>	_____	_____	_____
		<u>Ground to knee/waist/chest/shoulder</u>			
*5.	51 - 100 lbs. Level	<u>X (up to 75#)</u>	_____	_____	_____
		<u>Ground to knee/waist/chest (to shoulder very rarely) – assistance is available for lifts/carries over 75#</u>			
6.	Over 100 lbs. Level N/A	_____	_____	_____	_____
F.	Carrying				
1.	0 - 10 lbs. Distance	_____	<u>X-----X</u>	<u>X</u>	_____
		<u>Up to 25 feet</u>			
2.	11 - 20 lbs. Distance	<u>X</u>	_____	_____	_____
		<u>Up to 15 feet</u>			
3.	21 - 35 lbs. Distance	<u>X</u>	_____	_____	_____
		<u>Up to 15 feet</u>			
4.	36 - 50 lbs. Distance	<u>X</u>	_____	_____	_____
		<u>Up to 15 feet</u>			
*5.	51 - 100 lbs. Distance	<u>X (up to 75#)</u>	_____	_____	_____
		<u>Up to 15 feet - Assistance is available for lifts or carries over 75#</u>			
6.	Over 100 lbs. Distance N/A	_____	_____	_____	_____
G.	Push / Pull Activity / Object	<u>X (up to 100# force)</u>	<u>X (up to 20# force)</u>	<u>X (minimal force)</u>	_____
		<u>Banding dispenser, paper wrap roll, hand banding, control buttons</u>			
H.	Stooping / Bending	_____	<u>X-----X</u>	<u>X</u>	_____
I.	Squatting	<u>X</u>	_____	_____	_____
J.	Kneeling	<u>X</u>	_____	_____	_____
K.	Crawling	<u>X</u>	_____	_____	_____
L.	Twisting	_____	<u>X-----X</u>	<u>X</u>	_____

Planer Operator	Rarely (1 - 5%)	Occasionally (6 - 33%)	Frequently (34 - 66%)	Continuously (67 - 100%)
M. Climbing	_____	<u>X</u> -----	<u>X (100-300x/day)</u>	_____
Activity	<u>Stairs (2 steps, 8-9"), ladder (8 steps, 16" each)</u>			
N. Balance	_____	<u>X</u>	_____	_____
O. Reaching				
1. Above Shoulder	_____	<u>X</u>	_____	_____
2. At Shoulder	_____	<u>X</u>	_____	_____
3. Below 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. Head / Neck				
1. Static	Yes <u>X</u>	No _____		
2. Flexion	Yes <u>X</u>	No _____		
3. Rotation	Yes <u>X</u>	No _____		
R. Feeling	Yes _____	No <u>X</u>		
S. Talking	Yes <u>X</u>	No _____		
T. Hearing	Yes <u>X</u>	No _____		
U. Tasting/Smelling	Yes _____	No <u>X</u>		
V. 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. Accommodation	Yes <u>X</u>	No _____		
5. Color Vision	Yes _____	No <u>X</u>		
6. Field of Vision	Yes <u>X</u>	No _____		

II. **EQUIPMENT** Miscellaneous hand tools/equipment - see equipment list, forklift, floor sweeper, water truck

III. **ENVIRONMENTAL CONDITIONS**

- A. Inside 100 % Outside 0 %
- 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 _____ Chemical _____ Burns _____ Cuts X Noise X Dust X Fumes _____
 Heights X Moving Machinery X Vibration X Slippery Surfaces X Explosives _____
 Other Pinch points
- E. Safety Equipment Required: Ear protection, gloves, appropriate footwear, safety glasses

IV. **COMMENTS:** _____

Analysis Performed by Heather Catlett, MS, CRC Date 01/24/23

EQUIPMENT (PLANNER OPERATOR)

LIFT/CARRY

<u>ITEM</u>	<u>WEIGHT</u>	<u>LEVEL LIFTED</u>
Utility knife	Under #1	Ground to shoulder
Hammer	4#	Ground to shoulder
Staple gun	5#	Chest to waist
Dunnage	5 - 12#	Knee to chest/shoulder
Hammer	15#	Ground to shoulder
Boxes of corners	35#	Ground to waist/chest
Spilled lumber	3 - 100#	Ground to waist/chest/shoulder
Banding (roll)	100#	Ground to knee

PUSH/PULL

<u>ITEM</u>	<u>FORCE REQUIRED</u>
Control buttons	Minimal
Paper wrap roll	Up to 20#
Banding dispenser	Up to 100#
Hand banding	Up to 100#

***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.**