

F.H. STOLTZE LAND & LUMBER COMPANY

JOB DESCRIPTION/PHYSICAL DEMANDS SUMMARY

A. JOB TITLE: Millwright- Sawmill

B. JOB QUALIFICATIONS:

High school diploma or equivalent required. Must have three years experience in repair and fabrication of equipment and machinery, as well as a general knowledge of lumber quality and production line efficiency. Preferred education includes welding certification, hydraulic schools, electrical schools and machine shop education. Preference given to experience and design in drafting, computer operation, heavy equipment operation, general sawmill/planer experience and plumbing.

C. JOB SUMMARY:

Under the supervision of the Sawmill and Maintenance Foremen, the Millwright uses skills to repair and maintain plant equipment and facilities. The Millwright will also be involved in equipment and parts fabrication. Works closely with Operators, Foremen, Filers, Electricians and Handyman.

D. ESSENTIAL JOB FUNCTIONS:

1. Performs all required equipment maintenance.
2. Performs minor and major equipment repair (including, but not limited to: changing motors, replacing bearings, repairing and replacing chains and sprockets, replacing chain raceways and plastic wear strips).
3. Builds structures using a combination of metal and woodworking tools.
4. Repairs machine parts/builds new parts when necessary.
5. Builds concrete pads, foundations, etc.
6. Assists with clearing wood material plug-ups.
7. Troubleshoots and repairs simple electrical and hydraulic problems.
8. Makes necessary modifications to existing equipment-assists in designing new equipment.
9. Inspects machinery for necessary preventative maintenance.
10. Maintains the truck bins.
11. Repairs all building, office and storage structures in the sawmill area.
12. Maintains the plumbing systems when necessary.
13. Notifies the Foreman when parts or supplies need to be ordered.
14. Maintains a clean work area.
15. Makes sure equipment is turned off at end of day (welder, air compressor, etc.).

E. INFREQUENT/MARGINAL JOB FUNCTIONS:

1. Paints buildings and equipment.
2. Power washes equipment and machines.

3. Fills in on production when necessary.
4. Performs other duties as required.

F. PERFORMANCE STANDARDS:

1. Demonstrates the ability to communicate, cooperate and work effectively with supervisors and other employees.
2. Works well under pressure.
3. Demonstrates the ability to work effectively and safely independently or with other employees.
4. Demonstrates the willingness to work overtime, including weekends and holidays.
5. Demonstrates skills in problem solving.
6. Demonstrates skills in making clean, timely and durable repairs to machinery.
7. Demonstrates initiative in promoting preventative maintenance.
8. Demonstrates the ability to learn and utilize knowledge of equipment used in sawing, conveying, air systems, hydraulic systems and electrical systems.
9. Demonstrates good mechanical aptitude.
10. Demonstrates the ability to weld in all positions with a variety of different rods.
11. Demonstrates the ability to read and understand service manuals and blueprints.
12. Demonstrates good performance, safety and attendance.
13. Demonstrates knowledge of and compliance with safe operating procedures, including lock-out, fire prevention procedures, hazard communication program, forklift safety, personal protective equipment, fall protection, ladder safety, confined space safety, and crane safety. This list is not all inclusive.

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.

Sandy Reichhoff, M.A., C.R.C.

OCCUPATIONAL HEALTH & WELLNESS

(406) 751-4192

01-13-04

OCCUPATIONAL HEALTH & WELLNESS

JOB ANALYSIS/PHYSICAL DEMANDS SUMMARY

EMPLOYEE: _____ EMPLOYER: F.H. STOLTZE LAND & LUMBER COMPANY

JOB TITLE: MILLWRIGHT - SAWMILL

I. PHYSICAL DEMANDS

	Rarely (0 - 5%)	Occasionally (6 - 33%)	Frequently (34 - 66%)	Continuously (67 - 100%)
A. Sitting	<u>X</u>	_____	_____	_____
B. Standing	_____	<u>X</u>	<u>X</u>	_____
C. Walking	_____	<u>X</u>	<u>X</u>	_____
D. Driving	<u>X</u>	<u>X</u>	_____	_____
E. Lifting				
1. 0 - 10 lbs. Level	<u>X</u>	<u>X</u>	<u>X</u>	_____
	<u>Ranges ground to knee/waist/chest/shoulder/overhead</u>			
2. 11 - 20 lbs. Level	<u>X</u>	<u>X</u>	_____	_____
	<u>Ranges ground to knee/waist/chest/shoulder/overhead</u>			
See 3. 21 - 35 lbs. Level	<u>X</u>	<u>X</u>	_____	_____
lbs. <u>X</u>	<u>Ranges ground to knee/waist/chest/shoulder/overhead</u>			
Level	<u>Ranges ground to knee/waist/chest/shoulder/overhead</u>			
5. 51 - 100 lbs. Level	<u>X</u>	_____	_____	_____
	<u>Ranges ground to knee/waist/chest/shoulder/overhead</u>			
*6. Over 100 lbs. Level 150#	<u>X</u>	_____	_____	_____
	<u>Ranges ground to knee/waist/chest/shoulder/overhead</u>			
F. Carrying				
1. 0 - 10 lbs. Distance	<u>X</u>	<u>X</u>	<u>X</u>	_____
	<u>Up to 200 yards</u>			
2. 11 - 20 lbs. Distance	<u>X</u>	<u>X</u>	_____	_____
	<u>Up to 200 yards</u>			
3. 21 - 35 lbs. Distance	<u>X</u>	<u>X</u>	_____	_____
	<u>Up to 200 yards</u>			
4. 36 - 50 lbs. Distance	<u>X</u>	_____	_____	_____
	<u>Up to 200 yards</u>			
5. 51 - 100 lbs. Distance	<u>X</u>	_____	_____	_____
	<u>Up to 200 yards</u>			
6. Over 100 lbs. Distance 150#	<u>X</u>	_____	_____	_____
	<u>Up to 20 feet unassisted</u>			
G. Push / Pull Activity / Object	<u>X</u>	<u>X (Up to 150# force)</u>	<u>X (Up to 15# force)</u>	_____
	<u>Levers, carts, wrenches</u>			
H. Stooping / Bending	<u>X</u>	<u>X</u>	_____	_____
I. Squatting	<u>X</u>	<u>X</u>	_____	_____
Kneeling <u>X</u>	_____	_____	_____	_____
Crawling	<u>X</u>	_____	_____	_____
L. Twisting	<u>X</u>	<u>X</u>	_____	_____
Sawmill	Rarely	Occasionally	Frequently	Continuously

J.

K.

Millwright -

(0 - 5%)

(6 - 33%)

(34 - 66%)

(67 - 100%)

M. Climbing	<u>X-----X (Can be weighted up to 50#)</u>			
Activity	<u>Steps, stairs, on/off machinery, ladders (up to 30')</u>			
N. Balance		<u>X</u>		
O. Reaching				
1. Above Shoulder	<u>X-----X</u>			
2. At Shoulder	<u>X-----X</u>			
3. Below Shoulder			<u>X-----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	<u>X</u>			
2. Flexion			<u>X</u>	
3. Rotation			<u>X</u>	
R. Feeling		<u>X</u>		
S. Talking		<u>X</u>		
T. Hearing		<u>X</u>		
U. Tasting/Smelling		<u>X</u>		
V. Vision				
1. Near Acuity		<u>X</u>		
2. Far Acuity		<u>X</u>		
3. Depth Perception		<u>X</u>		
4. Accommodation		<u>X</u>		
5. Color Vision		<u>X</u>		
6. Field of Vision		<u>X</u>		

II. EQUIPMENT Forklift, crane, boom truck, loader, miscellaneous equipment/parts

III. ENVIRONMENTAL CONDITIONS

- A. Inside 75 % Outside 25 %
- B. Temperature (Non-Weather Related): Normal X Extreme Cold ___ Extreme Heat X
- C. Humidity (Non-Weather Related): Normal X Wet ___ Dry ___
- D. Hazards: Mechanical X Electrical X Chemical X Burns X 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, boots, gloves, welding protection, glasses, fall protection

IV. COMMENTS: *Overhead lifts with assistance only

Analysis Performed by Sandy Reichhoff, M.A., C.R.C. Date 01-13-04

EQUIPMENT (MILLWRIGHT)
LIFT/CARRY

<u>ITEM</u>	<u>WEIGHT</u>	<u>LEVEL LIFTED</u>
Grease guns	5#	Ranges ground to knee/waist/chest/ shoulder/overhead
Welder	5#	Ranges ground to knee/waist/chest/ shoulder/overhead
Cutting torch	5#	Ranges ground to knee/waist/chest/ shoulder /overhead
Misc. hand tools	Under 10#	Ranges ground to knee/waist/chest/ shoulder/overhead
Oil cans	Up to 10#	Ranges ground to knee/waist/chest/ shoulder/overhead
Pry bars	10 - 15#	Ranges ground to knee/waist/chest/ shoulder/overhead
Impact wrench	13#	Ranges ground to knee/waist/chest/ shoulder/overhead
Hand grinder	17#	Ranges ground to knee/waist/chest/ shoulder/overhead
Come-a-long	20#	Ranges ground to knee/waist/chest/ shoulder/overhead
Oxygen/acetylene bottles	40#	Ground to waist
Misc. equip/parts	Up to 150#	Ranges ground to knee/waist/chest/ shoulder/overhead

(All equipment/parts over 150# are assisted or machine lifts.)

PUSH/PULL

<u>ITEM</u>	<u>FORCE REQUIRED</u>
Levers	10 - 15#
Acetylene cart	40 - 70#
Work cart	45 - 55#
Wrenches	Up to 150#