



JOB DESCRIPTION

Title: Material Handler

Date: January 1, 2025

Classification: Hourly

Reports to: Vice President of Operations

Job Summary:

Receive and handle steel, tubes, and other materials safely and efficiently to meet production needs.

Responsibilities:

- Receive and stock incoming freight
- Use overhead hoist and forklift in the storing of steel
- Complete and handle the supporting paperwork for assigned tasks
- Follow all safety requirements
- Assist with the preparation of materials as needed
- Complete tasks assigned by the standard time allowed
- Perform other related duties as required

Physical and Mental Requirements:

- Able to communicate verbally and in writing
- Must be capable of following both verbal and written instructions
- Must be capable of working outdoors for up to 10 hours per day in all weather conditions
- Must be capable of long periods of walking and be able to lift up to 70 pounds alone and 100 pounds with assistance
- Able to grasp/push buttons, bend, stoop, squat, and crawl
- Able to drive/operate a forklift
- Able to safely operate an overhead hoist
- Must possess good mathematical skills
- Able to read and understand a tape measure
- Able to maintain regular and reliable attendance