FUNCTIONAL JOB DESCRIPTION

MATERIAL HANDLER WAREHOUSE (MATERIAL CONTROL)
FULL TIME

8H DAY | 40H WEEK | 30M LUNCH | OCCASIONAL OVERTIME

GENERAL DESCRIPTION OF DUTIES

JOB DUTIES INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING

- Receive shipments

- Inspect product received and verify counts

- Must possess tow motor certification

- Load and unload trucks; deliver materials to departments using work devices such as hand truck and mini float

- Ability to operate overhead cranes, climb ladders, work with a harness at elevated levels, lift 50 lbs., work outdoors in extreme hot or cold weather and ability to stand or sit for long periods of time

- Prepare materials for shipping; assemble wooden/cardboard containers using hand tools and power tools

- Complete cycle counts of inventoried materials

- "Kit" materials in designated totes/carts for manufacturing use

- Must have basic computer skills.

- Ability to use a Windows-based handheld computer scanner

- Position requires effective problem-solving skills, professional customer service abilities, and good math skills.

- Interpret and carry out verbal instructions from designated persons or supervisors

- Ability to meet the company's standards for safety, quality and quantity of work

ESSENTIAL MINIMUM PHYSICAL DEMAND JOB REQUIREMENTS

AGILITY-MATERIAL HANDLING

- Lift parts up to 50 lbs frequently

- Carrying boxes weighing up to 40 lbs and carrying up to 50'

- Lifting greater than 50 lbs two person lift or mechanical lift

DEXTERITY

- Average grip strength frequently

- Average pinch strength frequently

- Average hand coordination frequently

POSTURAL

- Standing continuously

- Walking frequently

- Standing bent forward frequently

PHYSICAL DEMAND CHARACTERISTICS OF WORK
FOR THE POSITION OF MATERIAL HANDLER

DEMAND LEVEL	0 = OCCASIONAL 1–33% OF WORKDAY	F = FREQUENT 34–66% OF WORKDAY	C = CONTINUOUS 67–100% OF WORKDAY
SEDENTARY	0–10 LBS	NEGLIGIBLE	NEGLIGIBLE
LIGHT	11–20 LBS	0–10 LBS	NEGLIGIBLE
MEDIUM	21–50 LBS	11–20 LBS	0–10 LBS
HEAVY	51–100 LBS	21–50 LBS	11–20 LBS
VERY HEAVY	OVER 100 LBS	51–100 LBS	21–50 LBS

PHYSICAL DEMAND STRENGTH RATING: MEDIUM

NON-MATERIAL HANDLING ACTIVITIES	N	O	F	C
CRAWLING		⚡		
SITTING		⚡		
STANDING			⚡	
WALKING			⚡	
STAIR CLIMBING		⚡		
LADDER CLIMBING		⚡		
BALANCE			⚡	
CROUCH		⚡		
REPETITIVE SQUATTING		⚡		
KNEELING		⚡		
REACHING FORWARD			⚡	
REACHING OVERHEAD		⚡		
FORWARD BENDING - SITTING		⚡		
FORWARD BENDING - STANDING			⚡	
STATIC BENDING			⚡	
FOOT OPERATION - LEFT ONLY		⚡		
FOOT OPERATION - RIGHT ONLY		⚡		
FOOT OPERATION - BOTH/EITHER		⚡		
STEPPING UP/DOWN		⚡		

LIFTING	FORCE	N	O	F	C
0–10 LBS				⚡	
11–25 LBS				⚡	
26–35 LBS			⚡		
36–50 LBS			⚡		
51–75 LBS			⚡		
76–100 LBS			⚡		
100+ LBS			⚡		
PUSH FORCE UP TO 50'	50 lbs		⚡		
PULL FORCE UP TO 50'	50 lbs		⚡		

CARRYING	DISTANCE	N	O	F	C
0–10 LBS	UP TO 50'		⚡		
11–25 LBS	UP TO 50'		⚡		
26–50 LBS	UP TO 50'		⚡		
51–75 LBS			⚡		
76–100 LBS			⚡		
100+ LBS			⚡		

N = Never | O = Occasional | F = Frequent | C = Continuous

HAND/ARM USE	N	O	F	C	LEFT ONLY	RIGHT ONLY	BOTH/DOMINANT
PINCH			⚡				⚡
GRIP			⚡				⚡
FINE MANIPULATIONS			⚡				⚡
FINGER PRESS			⚡				⚡
KEYBOARD			⚡				⚡
TAMPING			⚡				⚡
TOOL USE				⚡			⚡

N = Never | O = Occasional | F = Frequent | C = Continuous

EXPOSURES	
NOISE 82db (a)	⚡
DUST	⚡
DAMPNESS	⚡
WHOLE BODY VIBRATION	⚡
VIBRATION: HANDS	⚡
CHEMICALS	
JARRING	⚡
BBP	
COLD < 45ºF	⚡
HEAT > 85ºF	⚡
HEIGHT < 3'	
HEIGHT > 48"	

SENSORY FUNCTIONS ESSENTIAL FOR SAFETY	
LIGHT TOUCH	
DEPTH PERCEPTION	⚡
WRITING	⚡
SPEAKING	⚡
COLOR DISCRIMINATION	⚡
SEEING	⚡
HEARING	⚡
READING	⚡
WORK INDEPENDENTLY	⚡

PROTECTIVE EQUIPTMENT REQUIRED	
FOOT PROTECTION HARD SOLE NON-SKID WORK SHOE	⚡
EYE PROTECTION	⚡
HEARING PROTECTION	⚡
N95 RESPIRATOR OR PAPR	
GLOVES	⚡
GOWN	

SKILLS OR SPECIALIZATION REQUIRED

- Must be able to safely work with power tools
- Must be able to follow directions and read instructions
- Good math skills, able to read a tape measure and take accurate measurements

PHYSICAL DEMAND CHARACTERISTICS

This job is rated *medium.* This rating is set forth by *The United States Department of Labor.*

COMPLETED BY   JAMES ORRANGE, OTR
DATE   07.27.2018