



# Thurston<sup>™</sup> Manufacturing Company



## **MATERIAL HANDLERS:**

Materials handlers will generally be charged with loading work stations with the necessary parts and jigs required to complete the work orders for each work station. The material handler is also responsible for removing completed parts, checking for quality, and putting the completed parts in a location convenient for the next process that needs to be performed. The purpose of the material handler is to keep the machine operators at their station and working, with a backlog of parts for the most efficient production. Work stations should never be waiting around for parts or jigs. The material handler will also be responsible for accurate documentation and reporting of materials movements for inventory purposes. This is not a complete job description, a more detailed one will be provided upon request and would need to be signed prior to starting employment.

## **GENERAL FOR ALL POSITIONS:**

In General, most positions on the manufacturing floor, including welding, fabrication, paint, assembly, and shipping will require the following:

Occasional lifts of up to 50 lbs and up to 80 lbs on rare occasions. Weights exceeding 80 lbs are lifted by overhead crane, hoist, or fork lift. Responsible for minor maintenance of the equipment and work space such as cleaning and ensuring, in general, proper care of the equipment.

Temperatures of the indoor work environment range from 50-100 degrees Fahrenheit. Work schedules range from 8-11 hours per day and 4-6 days per week depending on workload and shift. Workers are provided with two, 15 minutes breaks and a mandatory 30 minute lunch period, each day. The following personal protective equipment (PPE) is generally required when working on the production floor: Steel toed boots, leather gloves, safety glasses or other approved eye protection, and hearing protection. The company provides all PPE except steel toed boots, the employee is responsible for his/her own.

This is a generalized summary only, a complete list of tasks for each position is available upon request and will need to be signed by each employee prior to starting employment with TMC.