



Harbor Steel & Supply Corp.

Job Descriptions

Revision 1.03

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POSITION TITLE: WAREHOUSEMAN/SAW OPERATOR

The Warehouseman/Saw Operator is responsible for the cutting of material to the desired size to satisfy the customer. This person reports to the Foreman.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Perform single cuts and production cutting
2. Perform necessary warehouse functions such as shear operating, system work, loading, unloading, and waiting on customers.
3. Ensure cut quality and accuracy
4. Ensure material is packaged if necessary
5. Operate overhead crane
6. Drive forklift

QUALIFICATIONS:

1. Ability to understand the applicable procedures documented in the training program
2. Product knowledge
3. Ability to operate the saw
4. Ability to lift 50 lbs.
5. Ability to operate crane
6. Ability to operate forklift
7. Ability to use a tape measure, micrometers, and calipers
8. Ability to follow written instructions
9. Ability to perform other warehouse functions as necessary
10. High School Diploma, training, and/or experience.

Written by: Cindy Folkert

Approved by: ISO Team

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OTHER RELATED JOB REQUIREMENTS:

1. Ability to work shifts mandated by management
2. Ability to pass drug test
3. Ability to pass physical examination

EMPLOYEE ACCEPTANCE

I have read and understand this job description, including the qualifications and requirements necessary to perform the job.

Employee's signature

Date

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Approved by: ISO Team

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