



Harbor Steel & Supply Corp.

Revision 1.03

Job Descriptions

Issue Date: 10/26/98

Page 1/2

POSITION TITLE: WAREHOUSEMAN/SYSTEM WORKER

A Warehouseman/System Worker is responsible for the handling and placement of material. this person reports to the Foreman.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Ensure material is in its correct location
2. Pull material from its location when it is ordered
3. Ensure material is color coded correctly
4. Perform necessary warehouse functions such as loading, unloading, shearing, certain saw cutting, and waiting on customers

QUALIFICATIONS:

1. Ability to understand the applicable procedures documented in the training program
2. Product knowledge
3. Ability to operate shear and saw
4. Ability to lift 50 lbs.
5. Ability to operate crane
6. Ability to operate side loader and forklift
7. Ability to use 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

b:\jobdesc

Approved by: ISO Team

page 55/85



Harbor Steel & Supply Corp.

Job Descriptions

Revision 1.03

Issue Date: 10/26/98

Page 2/2

OTHER RELATED JOB REQUIREMENTS:

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

EMPLOYEE ACCEPTANCE

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

Employee's signature

Date

Written by: Cindy Folkert

Approved by: ISO Team

b:\jobdesc

page 56/85