

Floor Technician/Material Handler Job Description

Job Title: Floor Technician / Material Handler
Reports To: Lead Operator
Department: Manufacturing
Prepared By / Date: AEM Human Resource / August 1, 2020

Summary/Objective:

The Floor Technician / Material Handler assists other shift personnel.

Essential Duties:

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Detects and reports defective materials or questionable conditions to the Lead Operator.
- Maintains the work area and equipment in a clean orderly condition and follows prescribed safety regulations.
- Must be willing to accept and receive frequent supervision and assistance with production area tasks.
- Shipping/Receiving/ Order Staging/Packout
- Housekeeping for production floor and facility
- Perform other duties as assigned.
- Team Player
- A basic understanding of addition and subtraction.

Supervisory Responsibility:

- none.

Work Environment:

- While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles, moving mechanical parts and vibration.
- The employee is occasionally exposed to a variety of conditions within the facility.
- The noise level in the work environment can be loud. Simple hearing protection is provided.

Physical Demands:

- Able to lift 55 pounds
- bend, twist, reach more than 45 degrees
- maintain for the duration of a 12 hour shift.

Certificates and Licenses:

- AE PPE Forklift Certification

Education/Experience:

High School Diploma/GED

Signatures:

This job description has been approved by all levels of management.

Shift Supervisor _____

Human Resources _____

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee _____ Date _____