

General Worker

Job title	General Worker	Effective date	January 1 st , 2014
Reports to	Shop Supervisor / Terminal Manager	Approved by	HR Manager
Work Schedule	Monday - Friday	Day Shift <input checked="" type="checkbox"/>	8H00 – 16H30 <input checked="" type="checkbox"/> 8H30 – 17H00 <input checked="" type="checkbox"/>

JOB DESCRIPTION

Under general supervision, this position performs a variety of work in the maintenance and repairs of buildings, facilities and equipment.

Note: This Job Description may not encompass the entire scope of this role, as other duties maybe assigned by management.

RESPONSIBILITIES

- Assist the welders in their general tasks;
- Inform the supervisor of any problems, defects or non-conformities;
- Follow instructions specified in procedures;
- Perform the required maintenance work on equipment;
- Keep equipment clean and in good working condition;
- Occasionally operates hoists and cranes;
- Verify quality of work done;
- Maintain workshop in a clean and orderly manner;
- Performs other related work as required.

All of the above major duties and responsibilities require the ability to be mobile in an industrial environment, to communicate effectively, organize effectively, with varying degrees of independence, judgment, and discretion.

POSITION REQUIREMENTS

Education & Experience

- High School diploma required;
- 1-2 years' experience as a general worker, or equivalent.

Knowledge & Qualifications

- Knowledge of grinding, painting, sanding, brushing, etc.;
- General maintenance and labor tools, equipment and practices;
- Ability to read and comprehend simple instructions;

- Ability to apply common sense understanding to carry out simple one or two step instructions;
- Ability to operate a variety of small hand tools.

PHYSICAL ABILITIES

- Regularly be required to stand; use hands to finger, handle or feel; talk or hear; and smell;
- Will frequently be required to walk, stoop, kneel, crouch or crawl, and occasionally sit, reach with hands and arms and climb or balance;
- Regularly be exposed to outside weather conditions and moving mechanical parts and vibration;
- Must be able to sustain a noise level that is usually loud;
- Must be capable of lifting and moving parts up to 30-40 lbs on a consistent basis;
- Must be able to work on your feet (stand or walk) for entire assigned work shift;
- Must be willing to perform other general tasks as assigned by Management.

CORE COMPETENCIES

- Proven communication skills both Written and Verbal (English & French);
- Ability to follow instructions and work independently;
- Strong interpersonal skills and the ability to work in a solid team environment;
- Ability to establish effective working relationships with employees and supervisors;
- Ability to work efficiently;
- Ability to effectively prioritize and execute tasks in a high-pressure environment;
- Ability to work both independently and in a team-oriented, collaborative environment.

DIRECT REPORTS

- This position has no direct reports.

PRE-EMPLOYMENT CONDITIONS

As a condition of employment, this position is subject to the successful completion of the following Pre-employment conditions:

- Reference Checks;
- Criminal Background Checks.

CONTACT:

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