

Agra Construction Company

Job Description

Job Title: Millwright Helper
Department: Road Crew
Reports To: Road Crew Foreman
FLSA Status: Non-Exempt
Prepared By: Human Resources
Prepared Date: 8/20/2015
Approved By: Scott Raether
Approved Date: 8/20/2015

SUMMARY

Installs machinery and equipment in industrial establishment by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES: Other duties may be assigned.

- Assists millwrights to dismantle machines.
- Moves machinery and equipment as instructed.
- Assists with the assembling and installation of equipment such as conveyors, dryers and burners.
- Welds structural steel and machine components as directed.
- Assists with the installation of compressed air piping, elevator leg spouting and dust systems.
- Provides support and conducts duties that help millwrights perform their duties effectively.
- Assembles machines and bolts, welds, rivets, or otherwise fastens them to foundation or other structures as directed.
- Repairs and lubricates machines and equipment under the direction of foreman.
- Works with millwrights to help erect buildings.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

High school diploma or general education degree (GED).

LANGUAGE SKILLS

Ability to read and write simple instructions, short correspondence, and memos is a must.

CERTIFICATES, LICENSES, AND RESIGNATIONS

Must possess a current and valid state driver's license. OSHA 10 or 30 hour construction course and certification for welding are preferred.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand and walk. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts. The employee is frequently exposed to high, precarious places, fumes or airborne particles; outside weather conditions; risk of electrical shock; and vibration. The noise level in the work environment is usually loud.

DISCLAIMER

The above statements reflect the general details necessary to describe the principle functions of the occupation described and shall not be construed as a detailed description of all the work requirements that may be inherent in the occupation.