

REYNOLDS ELECTRICAL & ENGINEERING CO., INC.
POSITION DESCRIPTION

POSITION TITLE: Equipment Greaser

JOB CODE : 066514, 031514

DATE PREPARED : July 17, 1992

Revised: December 13, 1993

SUMMARY STATEMENT

The incumbent lubricates, changes oil, and refuels all types of equipment.

DIMENSIONS

The incumbent reports to the Equipment Greaser Foreman and has no supervisory responsibility.

NATURE AND SCOPE

1. Lubricates all types of equipment with hand- or pressure-type grease guns;
2. Changes oil and filters as required; cleans/changes air filters as required; refuels equipment;
3. Checks/refills hydraulic systems, torque converters, and gear boxes;
4. Adheres to all Company EEO, affirmative action, environmental, health, safety, quality assurance, and security programs;
5. Performs related work as required.

ESSENTIAL JOB FUNCTIONS

Physical

<i>Constantly = Over 2/3 of time</i>
<i>Frequently = 1/3 - 2/3 of time</i>
<i>Occasionally = Less than 1/3 of time</i>

1. Frequent standing/walking outdoors on dirt/concrete/asphalt on uneven terrain for short distances;
2. Frequent sitting while driving vehicle between equipment locations;
3. Frequent lifting/carrying up to 11 to 25 pound filters, drain pans full of oil, etc., up to 12 to 15 times per shift; occasionally lifting/carrying 50 to 60 pounds;
4. Frequent pushing/pulling exerting force up to 35 to 50 pounds while pulling hoses from truck or loosening/tightening bolts using large wrenches;
5. Frequent climbing up to 6 to 15 feet while climbing on/off equipment while performing job duties;
6. Frequent bending/twisting at waist/knees/neck while servicing equipment/vehicles;
7. Frequent kneeling/crouching while servicing equipment/vehicles;
8. Constant use of both hands/arms reaching/grasping/gripping while operating controls and servicing equipment/vehicles; occasional overhead reaching while underneath equipment/vehicles performing job duties;
9. Constant use of sight abilities with visual acuity at near- and mid-ranges and hand/eye/foot coordination while performing service on equipment/vehicles;

Equipment Greaser

10. Frequent use of speech/hearing abilities while communicating with coworkers/supervisors, performing customer/vendor services, and in identifying malfunctions in equipment/vehicles;
11. May be required to work in awkward positions while performing job duties.

Mental

1. Mental alertness, and attention to detail is required to monitor routine processes, ensure spill prevention, and to operate motor vehicles while servicing equipment/vehicles;
2. Must be able to read/write/speak English to understand Material Safety Data Sheet guidelines/lube charts/procedures/reports;
3. Must possess basic mathematical skills;
4. Must be able to work independently on a one-man crew with no direct supervision;
5. Must possess leadership skills to be able to train others in assigned apprentice situations.

WORKING CONDITIONS AND EQUIPMENT USED

Work is performed outdoors exposed to typical Nevada weather conditions. Work is sometimes performed under shelter in a mobile unit or in an indoor shop environment.

Tools & Equipment Used: Hand tools, pneumatic equipment, measuring equipment, spill mitigation materials, lube truck, and other equipment as needed. Safety equipment includes hard hat, safety glasses, hearing protection, back support/belts (optional), and steel-toed safety shoes.

REQUIRED TRAINING AND WORK EXPERIENCE

One year of experience as a Journeyman Equipment Greaser, oiler, or equipment operator, or completion of apprenticeship program is required.

OTHER SPECIAL QUALIFICATIONS

Valid driver's license required. Valid Class "B" Commercial Driver License (CDL) Hazardous Materials endorsement may be required. Ability to obtain "Q" clearance is desirable. Must pass driving test, if a Class "A" CDL is required.