

**REYNOLDS ELECTRICAL & ENGINEERING CO., INC.
POSITION DESCRIPTION**

POSITION TITLE: Truck Crane Oiler

JOB CODE : 031511

DATE PREPARED : July 21, 1992

Revised: December 13, 1993

SUMMARY STATEMENT

The incumbent drives and/or performs daily maintenance duties on diesel, LPG, or gasoline-powered, rubber-tired or track-driven cranes or backhoes and trenchers.

DIMENSIONS

The incumbent reports to an Operator Foreman or construction foreman or an exempt supervisor and has no supervisory responsibility.

NATURE AND SCOPE

1. Drives various types and sizes of rubber-tired cranes;
2. Performs daily safety/maintenance checks; completes forms and check sheets;
3. Refuels, cleans, and lubricates all types of truck and crawler cranes, backhoes, and trenchers;
4. Sets stringline grade as required;
5. Assists operator while changing bucket, boom, or teeth;
6. Performs lifting or material handling duties associated with this job;
9. Adheres to all Company EEO, affirmative action, environmental, health, safety, quality assurance, and security programs;
8. Performs related work as assigned.

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>
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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 25-pound filters/lubricants; occasionally lifting/carrying 50 to 60 pounds;
4. Frequent pushing/pulling exerting force up to 35 to 50 pounds while pulling hoses or loosening/tightening bolts using large wrenches;
5. Frequent climbing up to 6 to 10 feet while climbing on/off equipment performing job duties;
6. Frequent bending/twisting at waist/knees/neck while servicing equipment/vehicles;
7. Frequent kneeling/crouching while servicing equipment/vehicles;

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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;
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 shop environment.

Tools & Equipment Used: Hand tools, pneumatic equipment, measuring equipment, spill mitigation materials, 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

Two years of experience as an Oiler or Equipment Greaser are required.

OTHER SPECIAL QUALIFICATIONS

Valid driver's license required. Valid Class "B" Commercial Driver License Hazardous Material endorsement may be required. "Q" clearance may be required.