

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

POSITION TITLE: Tireman
JOB CODE : 032122, 037122
DATE PREPARED : July 20, 1992

Revised: December 13, 1993

SUMMARY STATEMENT

The incumbent repairs and replaces all types of tires from passenger car to off-road heavy equipment. Performs lubrication service on all mobile equipment.

DIMENSIONS

The incumbent reports to the Tireman Foreman or salaried supervisor and has no supervisory responsibility.

NATURE AND SCOPE

1. Dismounts, repairs/replaces, mounts and balances all sizes of tires; operates hydraulic tools, jacks, air tools, and miscellaneous hand tools;
2. Reads chart on wheels and lock rings to assure proper assembly;
3. Matches tires for proper height/size;
4. Performs lubrication of vehicles; checks/changes/records fluid levels;
5. Operates tire service truck and related equipment as required;
6. May perform duties of Service Station Attendant;
7. Adheres to all Company EEO, affirmative action, environmental, health, safety, quality assurance, and security programs;
8. 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>
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1. Constant standing/walking in shop or outdoors on uneven terrain while performing field repairs;
2. Occasionally sitting while driving;
3. Frequent lifting/carrying 50 pounds; assistive devices available for lifting/carrying up to 75 pounds of tools and tires/rims;
4. Frequent pushing/pulling using both hands/arms exerting 35 to 50 pounds of force to move heavy equipment using large tools and while mounting/dismounting tires from vehicle and repair equipment;
5. Occasional climbing of stairs, stepping in/out of vehicles, and on/off trucks;
6. Frequent bending/twisting at knees/waist/neck while performing repairs, driving, and inspecting;
7. Frequent-to-constant kneeling/crouching while installing/repairing vehicles;

Tireman

8. Constant use of both hands/arms reaching/handling/grasping/fingering/gripping while working on vehicles; overhead reaching may be required;
9. Constant use of sight abilities while operating equipment/driving; peripheral vision, hand/eye coordination, near-, mid-, and far-range of visual acuity required;
10. Constant use of speech/hearing abilities communicating with coworkers/supervisors and while performing customer/vender services;
11. May be required to work in awkward position while servicing vehicles and off-road heavy equipment.

Mental

1. Good verbal communication skills are required in routine exchanges of information with coworkers/supervisors/customers;
2. Must have good written communication skills for filling out basic forms, completing logs, and recording data;
3. Must be able to read/write/speak English and possess basic reading skills;
4. Constant concentration and alertness are necessary while operating tire repair equipment;
5. Must be able to apply established procedures and be capable of problem-solving;
6. Must be able to work quickly to perform emergency road repairs and work within time constraints.

WORKING CONDITIONS AND EQUIPMENT USED

Work is performed indoors in shop environment or outdoors in the field while performing emergency repairs.

Tools & Equipment Used: Crane, hoist, hand tools, power tools, air hose, pneumatic tools, valves, high-pressure equipment, boom truck, and lift gates; safety equipment includes hard hat, gloves, safety glasses, steel-toes safety shoes, and other equipment when needed.

REQUIRED TRAINING AND WORK EXPERIENCE

Two years of experience as a Tireman servicing all types of vehicles from passenger cars to off-road heavy equipment is required.

OTHER SPECIAL QUALIFICATIONS

Valid Class "A" or "B" Commercial Driver's License may be required.