



Alaskan Copper Works
Human Resources
2958 6th Avenue South
Seattle, Washington 98134
(206) 382-7344
FAX (206) 382-6548

We will be accepting applications for this job opening only between the opening and closing dates. Individuals who meet all of the requirements will be considered for an interview. Job applications may be filled out in person or online at www.alaskancopper.com and sent via fax or scanned to jobs@alaskancopper.com when completed.

Date Posted: March 11, 2019
Closing Date: March 29, 2019

Job Title: Shipping/Receiving Assistant (Production Metalworker X)

Pay Rate: DOE

Hours of Work: Day shift

Location: 2958 6th Avenue South, Seattle, WA 98134

Representation: After 30 days, required to become a dues paying or financial core member of Sheetmetal Workers Local Union No. 66.

Job Summary:

Will read and pack orders, crate or skid for shipment, complete documentation, and load trucks. Will use lift trucks, pendant operated overhead crane, pneumatic nailers and strapping machines to accomplish most tasks.

Requirements to be considered for position:

1. **Application must be filled out completely by the Applicant.**
2. Meet all of the Required Essential Job Skills/Experience.
3. Must be able to work any shift.
4. Work overtime when required.
5. Willing to comply with company rules and policies.
6. Pass pre-employment drug screen.

Required Essential Job Skills/Experience:

1. Must be detailed oriented.
2. Accurately use tape measure, accurate to 1/16".
3. Able to lift up to 100 pounds occasionally.
4. Able to read, write, understand and communicate in English.
5. Acceptable basic math skills.
6. Must have neat, legible hand writing.
7. Must have experience driving a forklift.

Required Essential Job Functions/Duties:

Ship/Rec Asst.

1. Will stock items such as pipe fittings, pipe, tube, in copper nickle and stainless steel.
2. Match stencils on items with paperwork.
3. May be pulling parts for intra-shop or customer orders.
4. May check in received items, verifying paperwork is correct.
5. Clean up shops and yards as needed.
6. Load and unload trucks.
7. Other duties as required.

Desirable Job Skills/Experience

1. Shipping/receiving experience.
2. Experience in carpentry.

Non-Essential Job Skills/Experience:

1. Able to climb stairs and ladders.

Training Offered:

1. Forklift truck operation.
2. Overhead crane operation.
3. Power hand tool operation.
4. Micrometer measurement.
5. Safety procedures.
6. Electro-etching.

Physical Demands:

This work is defined in the medium strength factor of physical demands, but may require handling of items in the heavy category. This work requires continual handling of various weights throughout the course of the day as inventory and work order requests vary. Standing and walking are the inherent features of this work when retrieving orders. Some intermittent sitting may occur when operating the forklift.

Physical Requirements:

1. **This position requires the following in an 8-hour workday:**

| <u>Total At One Time (Hours)</u> | <u>Total During Entire 8-Hour Day</u> |
|----------------------------------|---------------------------------------|
| Standing: 1/2-1 hours | 7 1/2 hours |
| Walking: 1/2-1 hours | 7 1/2 hours |
| Sitting: 15-45 minutes | 30 minutes |

Job Accommodation:

Workers have the ability to use equipment to lift and transport items heavier than 50-60 pounds, or may have the ability to request assistance from a helper.

2. **Movement of objects and strength required for this job:**

| <u>Lifting:</u> | <u>Carrying:</u> |
|-------------------------------------|------------------------|
| Up to 5 lbs: CONTINUOUSLY (67-100%) | CONTINUOUSLY (67-100%) |
| 6-10 lbs: CONTINUOUSLY (67-100%) | CONTINUOUSLY (67-100%) |

| | | |
|------------|------------------------|------------------------|
| 11-20 lbs: | CONTINUOUSLY (67-100%) | CONTINUOUSLY (67-100%) |
| 21-25 lbs: | CONTINUOUSLY (67-100%) | CONTINUOUSLY (67-100%) |
| 26-50 lbs: | FREQUENTLY (34-66%) | FREQUENTLY (34-66%) |

| | | |
|---------------|----------------------|----------------------|
| 51-100 lbs: | OCCASIONALLY (1-33%) | OCCASIONALLY (1-33%) |
| Over 100 lbs: | RARELY | RARELY |

3. Required repetitive use of hands:

| | | | |
|--------------------|-----|--------------------|-----|
| Simply Grasping: | YES | Fine Manipulating: | YES |
| Pushing & Pulling: | YES | | |

4. Repetitive Actions/Movements Involving the Feet:

| | | | |
|-------------|------|-------|-----|
| Right Foot: | YES | Both: | YES |
| Left Foot: | YES* | | |

* Some vehicles require the left foot to shift gears.

5. Worker Positions Required in the Performance of this Job:

| | | | |
|-------------|-------------------------|------------|--|
| Climbing: | OCCASIONALLY (1-33%) | Stooping: | OCCASIONALLY (1-33%) |
| Balancing*: | CONTINUOUSLY (67-100%)* | Kneeling: | OCCASIONALLY (1-33%) |
| Bending: | OCCASIONALLY (1-33%) | Crouching: | OCCASIONALLY (1-33%) |
| Crawling: | NEVER | Reaching: | OCCASIONALLY (1-33%) (above shoulder level) |

* For some items, workers may carry material on shoulder and balance is required.

6. Sensory Requirements:

| | |
|-------------------------|-----------------------|
| Talking and/or Hearing: | YES |
| Seeing: | Acuity: YES |
| | Field of Vision: YES |
| | Depth Perception: YES |
| | Accommodation: YES |
| | Color Vision*: YES |

* Color Vision: Must be able to differentiate between typically red, black, and green control buttons on machinery.

7. Environmental Conditions That Are Found in the Work Site:

| | | |
|------------------------|----------|--|
| PHYSICAL SURROUNDINGS: | | Inside (75% of time) |
| | — | Outside (75% of time) |
| | <u>X</u> | Both (equal amounts) |
| TEMPERATURE: | <u>X</u> | Cold (enough to cause bodily discomfort) |
| | <u>X</u> | Hot (enough to cause bodily discomfort) |
| | <u>X</u> | Variations (sufficient to cause bodily reactions) |
| WET: | <u>X</u> | Contact with water and/or other liquids |
| HUMID: | <u>X</u> | Moisture content sufficient to cause bodily discomfort |

| | | |
|-------------------|----------|---|
| NOISE: | <u>-</u> | Sufficient to require hearing protection |
| VIBRATION: | <u>-</u> | Sufficient to cause repeated motion or continuous shock |
| HAZARDS: | <u>X</u> | Risk of bodily injury present |
| FUMES: | <u>-</u> | Smoke or vapors resulting from combustion or chemical reaction |
| ODORS: | <u>-</u> | Toxic or non-toxic smells |
| TOXIC CONDITIONS: | <u>-</u> | Exposure to disabling fumes, dusts, gases, vapors, mists or liquids that may cause bodily harm. |
| DUST: | <u>X</u> | Small particulates that may cause occupational disease |
| POOR VENTILATION: | <u>X</u> | Exposure to drafts or insufficient movement of air |