

## SAWMILL JOB DESCRIPTION

**JOB TITLE:** Sawmill Laborer  
**DEPARTMENT:** Sawmill Operations  
**REPORTS TO:** Sawmill Manager  
**EMPLOYEE STATUS:** Full-Time

### POSITION PURPOSE

Performs any combination of following duties in preparing logs for cutting into rough lumber, processing the lumber in a kiln and planer and storing processed and rough lumber in sawmill:

- Oversees and aligns the logs at the beginning of the sawmill machinery.
- Sorts and guides planks emerging from saw onto roller tables or conveyors for trimming edges.
- Straightens lumber on moving conveyors.
- Examines lumber for defects, and either removes the lumber or marks defects for removal by other workers.
- Sorts lumber by size and other characteristics and places into carts as appropriate
- Picking up boards and other materials.
- Assists sawmill equipment operators perform various tasks essential to the smooth running of the production's lines.
- Assist with cleaning of debris, both during the day and at the end of the shift.
- Assist with any other task deemed necessary by the Superintendent as part of the sawmill operation, or the company operations as a whole.

### ESSENTIAL FUNCTIONS

- Maintain a safe, clean and organized working environment around the individual's station.
- Follows established processes and procedures to maintain a safe workplace and produce lumber to the company's high-quality standards.
- Maintains the ongoing flow of materials at acceptable rates through the lumber production process.
- Will be cross trained in a variety of positions and must be willing to perform those functions as required.
- Must cooperate with other sawmill workers and maintain a healthy and supportive team workplace environment.
- Other duties as required.

### NON-ESSENTIAL FUNCTIONS

- Special projects as needed.

### WORK ENVIROMENT

- Work Environment: primarily indoor; ambient temperature; noisy environment; subject to saw dust.

### PERSONNAL PROTECTIVE EQUIPMENT REQUIRED

- As needed: safety glasses, ear protection, work boots, and gloves.

### PHYSICAL & MENTAL DEMANDS

- **Physical Demands** - This is a physically demanding job. Worker will bend, twist, squat, grasp, push/pull using waist, shoulders, arms, hands, and wrists to perform a variety of tasks. Stand, kneel, and stand or walk continuously. Climb stairs. Lift, push, pull and carry up to 50 lbs. frequently.
- **Mental Demands** - Must be able to concentrate and stay alert in a noisy environment, meet production requirements, and exercise independent judgment to determine what action needs to be taken to maintain the quality standards of the facility.
- **Skills** - Must be safety minded, able to follow instructions and perform to the physical requirement of the job.
- **Communication skills** - must be able to understand and follow verbal and written direction. Must be able to communicate effectively with supervisor and coworkers.

### POTENTIAL REQUIEMENTS:

- Submit to and pass a pre-employment drug screening.
- Sawmill experience, or experience working with industrial/manufacturing machinery and equipment preferred.

### KEY CHARACTER TRAITS:

- **Dependable** – *Shows up on time every day and provides sufficient notice for vacation.*
- **Hard Working** - *A willingness to work hard, be efficient, and tackle any task.*
- **Perseverance** - *this position typically has a long learning curve, so applicants should be able and willing to work through the learning curve.*
- **Team Player** - *The success of the production line requires the whole team working together, helping each other, and encouraging on another.*
- **Kind**- *Treat and respond to others on the team and in the company with kindness. Slow to anger, offering a gentle response.*
- **Good Attitude** – *No matter the task, the production line, the crew, or the environment, put forth a good attitude.*
- **Respect** – *Treat your co-workers, supervisors, and the company with respect.*