



## **JOB DESCRIPTION**

<b>TITLE:</b>	Dryer Operator
<b>DEPARTMENT/DIVISION:</b>	Production
<b>SUPERVISOR:</b>	Direct – Shift Foreman
<b>POSITION DESCRIPTION:</b>	The prime responsibility of the Dryer Operator is to safely operate the Wellons Furnace systems, Westec Dryer systems, thermal oil systems, associated fuel handling systems, including all facilities contained therein to supply heat to dry flakes and the thermal oil necessary to heat the press to manufacture quality OSB at competitive productivity levels while maintaining the lowest possible costs. He/She shall be responsible for keeping the dry flake storage bins full at all times

**ESSENTIAL /PRIMARY JOB DUTIES:**                      **Duties will include but not be limited to:**

1. Receive and monitor the flow, quality, and inventory of all materials used in the waste burning systems
2. Regulate and monitor the operation of the Furnace and Dryer equipment to supply quality dry flakes to the dry flake storage bins and adjust process controls within approved limits and record these changes. Follow checklists when starting, running, and stopping all equipment
3. Maintain all facilities in the Furnace and Dryer area so they are in safe and effective working order
4. Assist in training new Dryer Operators and Production Aids
5. Establish and maintain safe working practices and conditions and correct any unsafe methods
6. Assist other plant personnel on Down Days in cleaning and maintenance as assigned.
7. Participate in rotation and exchange of assignments with other plant personnel as required
8. Carry out any preventative maintenance as required and scheduled
9. Maintain clean operating conditions in all areas under his/her jurisdiction
10. Perform any quality control tests and sampling as required

11. Record and assess required data pertaining to the operation of the Furnace and Dryer systems and all equipment and systems contained therein
12. On the basis of experience, recommend changes and improvements beyond approved limits to the Shift Supervisor
13. Provide break and lunch relief as scheduled and required
14. Responsible for being present and on time for work each day.
15. Responsible for complying with all work rules, including those that pertain to Safety and Health.

**OCCASIONAL/MARGINAL JOB DUTIES:**

1. Perform and all duties as may be required for the fulfillment of his/her responsibility.
2. Be present on all Down Days unless absence is approved by management

**EDUCATION/EXPERIENCE:**

1. High School Diploma or Equivalent to advance.
2. OSHA Lift Truck Certification
3. OSHA Manlift Certification
4. OSHA Confined Space Certification

**MANUAL/PHYSICAL SKILLS:**

1. Must have good basic mathematical skills.
2. Must have manual dexterity and skills to use equipment control consoles and appropriate testing and measuring equipment such as measuring tapes, moisture meter, gauges, weigh scales, etc.
3. Good eye/hand coordination.

**COMMUNICATION SKILLS:**

1. Understanding of basic English language preferred.
2. Good verbal skills.
3. Good written skills needed

**HOURS OF WORK:**

40 to 48 hours per week and additional overtime as necessary.

**PHYSICAL REQUIREMENTS**

1. Must be physically fit and capable of performing a variety of strenuous activities as outlined in essential/primary duties section.
2. Must be able to visually monitor control panels
3. Monitoring system, collecting and reviewing moisture samples, correcting control errors
4. Must be able to climb stairs and ladders.
5. Requires use of small hand tools, shovels, mattocks, and water hoses
6. Must be able to lift and carry a minimum of 50 pounds.

I HAVE READ AND UNDERSTAND THE ESSENTIAL AND MARGINAL DUTIES FOR THE ABOVE JOB DESCRIPTION AND ACKNOWLEDGE THAT I CAN \_\_\_\_\_ /CANNOT \_\_\_\_\_ PERFORM THESE DUTIES WITH OR WITHOUT REASONABLE ACCOMODATION.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

IF REASONABLE ACCOMODATIONS ARE REQUESTED, PLEASE LIST THE ACCOMODATIONS BELOW:

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