



Kurtz Bros., Inc.  
**Job Description**

**Position:** Laborer  
**Reports To:** Production Manager  
**Status:** Non-Exempt

<b>Qualifications &amp; Requirements</b>	<ul style="list-style-type: none"><li>• High school graduate or GED equivalent</li><li>• Ability to lift a minimum of 50 lbs.</li><li>• Flexible to work various hours during busy season (Spring through late Fall)</li><li>• Good communication and listening skills</li><li>• Dependable</li><li>• Ability to learn quickly and work independently</li><li>• Incumbent will be required to sit, stand, bend, kneel, and ambulate around the site</li><li>• Must be able to lift/carry a minimum of 50 lbs.</li><li>• Exposure to loud noises, hot/cold temperatures, dust, and other environmental factors</li></ul>
<b>Primary Responsibilities</b>	<ul style="list-style-type: none"><li>• Assist skilled workers to complete projects that may include cleaning areas, removing debris, loading and unloading materials, using tools and equipment to prepare materials for use, and picking up needed supplies off site and bringing them to the location</li><li>• Perform other duties as assigned</li></ul> <p><b>Safety:</b></p> <ul style="list-style-type: none"><li>• Notify site manager of any safety concerns</li><li>• Attend all safety meetings</li><li>• Notify site manager of any equipment damage immediately</li><li>• Never wear radio headphones</li><li>• Complete accident/incident/damage report immediately after any accident/incident or damage occurs</li><li>• Wear safety vests if applicable to work being performed</li><li>• Follow all Kurtz Bros., Inc. safety guidelines</li><li>• Wear steel-toed boots</li></ul>

*This job description indicates in general the nature and levels of work, knowledge, skills, abilities and other essential functions expected of an incumbent. It is not designed to cover or contain a comprehensive listing of qualifications, duties or responsibilities required of an incumbent. An incumbent may be asked to perform other duties as required. This job description does not constitute any type of employment contract. The employment relationship is at-will and may be terminated at any time. The Company reserves the right to modify job descriptions, as deemed necessary.*