



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

**Position:** Yard Operator II

**Reports To:** Store Manager

**Status:** Non-Exempt

<b>Qualifications &amp; Requirements</b>	<ul style="list-style-type: none"><li>• Flexible to work various hours during busy season (<b>Spring through early Fall</b>)</li><li>• Experience operating tow motor and front end loader</li><li>• Good communication and listening skills</li><li>• Friendly and positive demeanor with a focus on providing excellent customer service</li><li>• Demonstrating initiative with regards to responsibilities</li><li>• Incumbent will be required to sit, stand, bend, kneel, and ambulate around the store/yard</li><li>• Lift/carry a minimum of 50 lbs. on a frequent basis</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>• Become knowledgeable regarding the composition and application of the product line with the ability to assess customer needs, promote and answer questions regarding the variety of products available to customers, and provide useful and applicable solutions</li><li>• Maintain cleanliness and appearance of equipment interior and exterior as well as general maintenance such as greasing, fluid and fuel checking, filling and washing of equipment exterior weekly, and completion and faxing of daily inspection report</li><li>• Maintain orderliness of yard and warehouse; clean and clear bands, wood, plastic, empty pallets, and weeds; organize all hardscape and bagged items in an orderly manner</li><li>• Organizing and executing various projects as assigned</li><li>• Meet store objective by following daily and weekly objectives as set by store manager</li><li>• Pulling and transferring all orders in a safe, accurate and timely manner</li><li>• Responsibility for clear and accurate inventory labeling, accurate tracking of all products delivered, and for ensuring appropriate inventory levels to meet store needs</li><li>• Follow all Kurtz Bros., Inc. safety guidelines and complete incident reports immediately when required</li><li>• Perform other duties as assigned</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.*