

## Job Description: Dock Service Labourer

**Reports to:** Dock Service Manager

**Purpose:**

The Dock Service Labourer is responsible for performing a variety of tasks in order to assist with the installation/removal of docks and boat lifts, and assorted service of marine related products.

### Job Summary – THE 3R's

**Role:**

- Dock Service Labourer

**Responsibility:**

- Perform as team player with focus on optimism and passion.
- Efficiently complete dock service work according to plan, with focus on quality and production, customer service and satisfaction.

**Result:**

- Quality dock service work is completed while growing in skill and professionalism, in a positive team environment.

### Metrics to Measure Results:

Success within this position will be measured by:

- **Performance** - Reviews conducted every trimester by direct supervisor.

### Detail Overview of Responsibilities:

1. Positive Team Player

- Work safely and in a responsible manner, with eager participation and initiative.
- Demonstrate continuous growth through personal goal achievement.
- Demonstrate active participation in regular team meetings
- Comply with all company policies and regulations and local health and safety regulations
- Wear appropriate personal protective equipment at all times
- Communicate to customer in polite and courteous manner
- Maintain standards of cleanliness and organization in assigned trucks, trailers, equipment, jobsites, and shop/yard areas

## 2. Efficiently Produce Work

- Assist crew with the following tasks:
  - a) Install and remove aluminum pipe, floating and tower dock systems.
  - b) Install boat lifts and marine rail systems
  - c) Perform service work as required, adjusting dock heights or alignment
  - d) Load and unload materials, tools, and equipment required to installations
  - e) Transport materials with dollies, floating devices, and hand lifting/carrying
- Operate various tools and equipment, including: chainsaw winch, drills and floating devices
- Maintain standards of cleanliness and organization in assigned trucks, trailers, equipment, jobsites, and shop/yard areas
- Perform preventative maintenance on tools and equipment by conducting inspections, lubricating, and cleaning on a daily basis
- Read and interpret installation manuals, site layout drawings, and contract specifications to perform work activities
- Demonstrate shoreline stewardship with environmental best practices and technical knowledge

## 3. Seasonal Duties

Note, peak dock service is during spring and early fall. In off peak (mid-summer, late fall), it may be required for this position to participate in landscape construction duties (see separate job description).

### **Key Success Behaviours, Skills and Requirements:**

#### **Behaviours:**

- Aligned with Hutten & Co. Core Values of Knowledge, Optimism, Relationships, Passion.
- Ability to work both independently with little supervision, and as part of a team
- Highly alert, demonstrate problem solving skills.
- Driven to improve efficiencies, with ability to work under pressure and tight deadlines
- High attention to detail in technical specifications and written communication.
- Intuitive, critical thinker
- Highly structured in organization and time management, demonstrating initiative
- Demonstrate initiative in meeting task based goals

#### **Skills:**

- Technically skilled
- Effective communication skills (both verbal and written in English)
- Demonstrates ability to read and interpret written instructions, blueprints and specifications
- Demonstrate competency in specific materials, methods, tools, equipment and techniques required to complete required tasks in a safe and responsible manner

**Requirements:**

- Follow instructions
- Perform work quickly and efficiently, demanding excellence in quality of work
- Ability to walk, stand, crouch for long periods of time and carry out strenuous physical tasks
- Desire to embrace and use technology
- Valid driver's license and safe driving record

**Minimum Qualifications and Educational Requirements:**

1. High School Diploma, GED or equivalent

**Work Conditions:**

- Ability to work with hand tools, power tools, small engine equipment, heavy equipment, and materials
- Ability to lift a minimum of 50 lbs. repeatedly through an entire work shift
- Ability to work in a fast paced environment
- Excellent stamina is required
- Work near heavy equipment and other vehicles on a regular basis
- Work outdoors in various conditions including heat and humidity, rain, dust, noise, and cold
- Flexible working hours including occasional weekend work
- Work on difficult shoreline access, steep embankments
- Work in water in a variety of conditions, including waves, wind, cold and deep water, and potential ice
- Work occasionally from boat, barge, or other marine equipment.