

NO RTEC JOB SPECIFIC SKILLS COMPETENCY

MATERIAL HANDLER (any industry)

DOT: 929.687-030 / O*NET-SOC: 53-7062.03 SVP 3

Job Description: Loads, unloads, and moves materials within or near plant, yard, or worksite. *Physical Demands* - Active w/ heavy lifting, carrying, and moving (up to 100 lbs); *General Educational Development* - R2 M1 L1; *Aptitudes* - Average General Learning Ability, Numerical, Spatial, Form Perception and Manual Dexterity.

CORE SKILL COMPETENCIES/INDICATORS:

1. Can demonstrate ability to follow oral instructions to ascertain materials or containers to be moved. (R, I, IN)
2. Can demonstrate ability to read, interpret, and fill work orders, requisitions, schedules, etc. (R, IN, S)
3. Can demonstrate ability to safely open containers, using steel cutters, crowbar, clawhammer, or other appropriate handtools. (R, T)
4. Can demonstrate ability to safely load and unload materials to and from designated storage areas, such as racks and shelves, or vehicles, such as trucks. (R, S, T)
5. Can demonstrate proper techniques used to install protective devices, such as bracing, padding or strapping, to prevent shifting or damage to items being transported. (R, T)
6. Can demonstrate ability to safely transport materials to and from designated areas, by hand or using dollies, handtrucks, wheelbarrow, or other devices. (R, T)
7. Can demonstrate ability to appropriately secure lifting attachments to materials and convey load to destination, using crane or hoist. (R, T)
8. Can demonstrate ability to accurately count, weigh, and record number of units of materials moved or handled, using daily production sheet or work ticket. (R, I)
9. Can demonstrate ability to appropriately sort materials/items according to a predetermined specification. (R, IN, S)
10. Can demonstrate ability to store materials/items according to predetermined specifications. (R, IN, S)
11. Can demonstrate proper techniques used to assemble materials/items. (R, IN, T)
12. Can demonstrate ability to control or tend conveyor systems that move materials to or from stockpiles, processing stations, departments, or vehicles. (R, S, T)
13. Can demonstrate ability to appropriately mark materials/items with identifying information, using stencils, or other marking devices. (R, IN, T)
14. Can demonstrate ability to accurately record amounts of material/items received and/or distributed. (R, IN)
15. Can demonstrate proper technique used to arrange materials/items in specified sequence for assembly and/or distribution. (R, IN, S)
16. Can demonstrate ability to accurately prepare requisitions, work orders, etc. for materials/items. (R, IN, S)
17. Can demonstrate ability to accurately maintain inventory records. (IN, S)
18. Can demonstrate ability to appropriately clean vehicles, machinery, and other equipment when needed. (R, S, T)
19. Can demonstrate ability to set up and inspect equipment, make simple adjustments, and perform minor repairs when needed. (R, S, T)
20. Can demonstrate ability to appropriately assemble product containers and crates, using hand tools and precut lumber when needed. (R, S, T)
21. Can demonstrate ability to maintain work area in clean, safe order. (R, S)