



The following is a list of job duties for the Hydraulic Technician position. These responsibilities and physical requirements include, but are not limited to the following:

### **Responsibilities**

- Must have the ability to work in a fast paced, customer service-oriented environment.
- Must be able to accurately identify products, as well as have the ability to learn about products being sold by the company.
- Interface with potential customers to include assisting customers at the counter with product sales and recommendations.
- Responsible for safety, cleanliness and order of hose warehouse.
- Maintain and clean work area. Warehouse isles should not be blocked with product.
- Help manage hose inventory. Investigate hose shop inventory discrepancies as needed.
- Must have the ability to build the majority of hydraulic hose assemblies.
- Restock shelves for hose warehouse products.
- Deliveries and restock as needed at customers' location, as needed.
- Must have the ability to participate in the on-call rotation, as needed.
- Drivers are responsible for driver responsibly and following the policies outlined in the Fleet Safety portion of Section II of the SOP manual. All traffic laws should be obeyed when operating a company vehicle.
- Drivers are responsible for protecting all company assets, inventory, equipment, and vehicles while in their possession. Trucks should not be left alone with inventory in the back.
- Responsible for loading material in a manner that ensures the safe arrival to the customer.
- Provide tours of facility and capabilities for customers, as needed.
- Keep 1 ton and trailer in operational order.
- Responsible for keeping vehicle in clean and serviceable condition.
- Assist Branch and Operations Managers in other areas as needed.

### **Physical Requirements**

- Employee must be able to lift product up to 70 pounds on a daily basis.
- Heavy products are stocked from ground height to 6' in height.
- Product to be delivered must be lifted into back of trucks approximately 3' height for ¾ ton truck and 4' height for large trucks.
- Delivering to customers at times include climbing stairs to reach customers receiving department.
- Unload product from truck to receiving dock height.
- Ability to lift product into our delivery trucks and trailers.
- Ability to lift product from delivery truck to customers receiving docks.
- Ability to climb stairs with products in hand to be delivered at customer locations or at our location.
- You may need to climb a ladder from time to time.
- Ability to put up and pull stock from shelves (lifting and placing product on shelves from floor height to 6').



# **THE MINE SUPPLY**

## INDUSTRIAL & MINE SUPPLY PRODUCTS

### **Driver Eligibility**

- Must be 18 years of age or older
- Must have a minimum of 2 years driving experience
- No more than 2 moving violations in the past 18 months (i.e.: speeding, failure to yield, failure to stop, no safety belt, etc.)
- No more than 3 moving violations in the past 36 months
- No more than 1 at fault accident with no bodily injury and 1 moving violation in the past 3 years
- No more than 1 at fault accident with bodily injury in the past 3 years

### **Non-Eligible Driver if any of the following within 7 years:**

- Driving while under the influence of drugs/alcohol
- Reckless driving
- Leaving the scene of an accident
- Participating in an illegal speed contest (racing)

### **Non-Eligible Driver if ever charged with:**

- Hit and Run
- Vehicular homicide or assault
- Eluding or attempting to elude a police officer
- Habitual offender

### **Other Requirements:**

- Dependability and reliability a must.
- Basic phone and computer skills, required.
- Must have the ability to provide top-notch customer service via phone and electronic communications.
- The Mine Supply/Purvis Industries, whenever possible, likes to promote from within - so also look for someone who is motivated and would be open to new challenges if presented.
- Must be clean cut - no earrings for males, no visible tattoos, and clean-shaven. Team Members who make deliveries are in contact with Purvis customers, so image is important.

**The Mine Supply/Purvis Industries** offers a professional environment with competitive salary and benefits that include medical, dental/vision, Life, and 401k matching, as well as an aggressive vacation schedule. **The Mine Supply/Purvis Industries is an Equal Opportunity Employer and promotes a drug free workplace.**