



Alaskan Copper Works  
Human Resources  
2958 6th Avenue South  
Seattle, Washington 98134  
(206) 382-7344  
FAX (206) 382-6548

We will be accepting applications for this job opening only between the opening and closing dates. Individuals who meet all of the requirements will be considered for an interview. Job applications may be filled out in person or online at [www.alaskancopper.com](http://www.alaskancopper.com) and sent via fax or scanned to [jobs@alaskancopper.com](mailto:jobs@alaskancopper.com) when completed.

**Date Posted:** September 24, 2018  
**Closing Date:** October 5, 2018

**Job Title:** Shipping/Receiving Assistant (Production Metalworker X)

**Pay Rate:** DOE

**Hours of Work:** Day shift

**Location:** 2958 6th Avenue South, Seattle, WA 98134

**Representation:** After 30 days, required to become a dues paying or financial core member of Sheetmetal Workers Local Union No. 66.

**Job Summary:**

Will read and pack orders, crate or skid for shipment, complete documentation, and load trucks. Will use lift trucks, pendant operated overhead crane, pneumatic nailers and strapping machines to accomplish most tasks.

**Requirements to be considered for position:**

1. **Application must be filled out completely by the Applicant.**
2. Meet all of the Required Essential Job Skills/Experience.
3. Must be able to work any shift.
4. Work overtime when required.
5. Willing to comply with company rules and policies.
6. Pass pre-employment drug screen.

**Required Essential Job Skills/Experience:**

1. Must be detailed oriented.
2. Accurately use tape measure, accurate to 1/16".
3. Able to lift up to 100 pounds occasionally.
4. Able to read, write, understand and communicate in English.
5. Acceptable basic math skills.
6. Must have neat, legible hand writing.
7. Must have experience driving a forklift.

**Required Essential Job Functions/Duties:**

Ship/Rec Asst.  
September 24, 2018

1. Will stock items such as pipe fittings, pipe, tube, in copper nickle and stainless steel.
2. Match stencils on items with paperwork.
3. May be pulling parts for intra-shop or customer orders.
4. May check in received items, verifying paperwork is correct.
5. Clean up shops and yards as needed.
6. Load and unload trucks.
7. Other duties as required.

**Desirable Job Skills/Experience**

1. Shipping/receiving experience.
2. Experience in carpentry.

**Non-Essential Job Skills/Experience:**

1. Able to climb stairs and ladders.

**Training Offered:**

1. Forklift truck operation.
2. Overhead crane operation.
3. Power hand tool operation.
4. Micrometer measurement.
5. Safety procedures.
6. Electro-etching.

**Physical Demands:**

This work is defined in the medium strength factor of physical demands, but may require handling of items in the heavy category. This work requires continual handling of various weights throughout the course of the day as inventory and work order requests vary. Standing and walking are the inherent features of this work when retrieving orders. Some intermittent sitting may occur when operating the forklift.

**Physical Requirements:**

**1. This position requires the following in an 8-hour workday:**

<u>Total At One Time (Hours)</u>	<u>Total During Entire 8-Hour Day</u>
Standing: 1/2-1 hours	7 1/2 hours
Walking: 1/2-1 hours	7 1/2 hours
Sitting: 15-45 minutes	30 minutes

**Job Accommodation:**

Workers have the ability to use equipment to lift and transport items heavier than 50-60 pounds, or may have the ability to request assistance from a helper.

**2. Movement of objects and strength required for this job:**

<u>Lifting:</u>	<u>Carrying:</u>
Up to 5 lbs: CONTINUOUSLY (67-100%)	CONTINUOUSLY (67-100%)
6-10 lbs: CONTINUOUSLY (67-100%)	CONTINUOUSLY (67-100%)
11-20 lbs: CONTINUOUSLY (67-100%)	CONTINUOUSLY (67-100%)



NOISE:	<u>-</u>	Sufficient to require hearing protection
VIBRATION:	<u>-</u>	Sufficient to cause repeated motion or continuous shock
HAZARDS:	<u>X</u>	Risk of bodily injury present
FUMES:	<u>-</u>	Smoke or vapors resulting from combustion or chemical reaction
ODORS:	<u>-</u>	Toxic or non-toxic smells
TOXIC CONDITIONS:	<u>-</u>	Exposure to disabling fumes, dusts, gases, vapors, mists or liquids that may cause bodily harm.
DUST:	<u>X</u>	Small particulates that may cause occupational disease
POOR VENTILATION:	<u>X</u>	Exposure to drafts or insufficient movement of air