

**YOUNG GALVANIZING, INC**  
**JOB DESCRIPTION**

**Plant Title:**Sheetstacker  
**Department:** Plantwide

**Job Summary:**

To locate, identify and transport galvanized corrugated sheets that need to be marked and stacked. To be able to stack sheets, stencil, and place other markings according to drawings and customer requirements and completed the proper forms and paperwork.

**Tools and Equipment:**

Pendant crane, hi-lift, stacking hooks, pins, stencil brushes, ink, various colors of paint, drawings, and paperwork.

**Source of Supervision:**

Shop Foreman, Superintendent, or other management personnel as necessary.

**Working Procedures:**

This position usually requires the employee to work with a minimal amount of supervision. Must be able to locate the correct corrugated steel sheets that have been galvanized. Must be able to use the hi-lift to move the sheets from the yard to the shop. Must be able to use a crane with a stacking hook, and lift one sheet at a time and moved to a staging area. Must be able to complete a daily crane inspection. Must be able to place the sheet on wooden blocking in an order as per the accompanying drawings. Must be able to place the prepared stencil on the sheet and then brush the black ink onto the stencil so that the info is inked onto the sheet. The sheets are stacked and stenciled until the job is completed. Must be able to stack the sheets evenly. To do this you must be able to insert a steel aligning pin into one of the holes on the bottom side edge and as the other sheets are lowered onto the stack the pin is placed through the sheet holes aligning themselves. Must be able to weigh the stack, get a piece count and identify the sizes. Must be able to record the information onto the required paperwork. Must be able to maintain stacks of sheets within the safe working limit of the hi-lifts and within the customer's requests. Must be able to fill out the paperwork according to drawings and attach the paperwork to the stack by inserting the paperwork into a weather resistant envelope and having the envelope wired to the stack. Must be able to lift between zero to 50 lbs as needed and upon occasion up to 100 lbs. Must be able to stand, kneel, operate hi-lift hand and foot controls, bend, push, pull and twist while working . Must be able to wear the proper personal protective equipment as required (long pants, long sleeved shirts, safety glasses, hearing protection, hard hat with a face shield, rubber gloves or cotton gloves, metatarsal shoes and other PPE as directed). Maintains a clean and safe work area.

**Note:**

The above statements reflect the general details considered necessary to describe the principle functions of the job identified, and shall not be construed as a detailed description of all the work required that may be inherent in the job.

**Performs other tasks as directed by the plant supervision.**

**Reviewed and Approved by:**

Date \_\_\_\_\_