

MATERIAL HANDLER



SKILLS MATRIX

JGM'S CORE VALUES

Family Is Our Foundation | We Plan. We Adapt. We Succeed.
 Create Value Through Better Solutions | Uncompromising Safety & Quality
 Whatever It Takes | Commitment to Self-Improvement

REQUIRED SKILLS FOR ALL SHOP ROLES

Shows up on time, ready to work (fit for duty, PPE on, tools ready).
Follows JGM rules, procedures, and the latest drawings—no guessing, no shortcuts.
Respects teammates, equipment, and the jobsite/shop—professional language and behavior.
Reports hazards, near misses, damaged tools/equipment, and quality concerns immediately.
Maintains a clean, safe work area (5S: keep aisles clear, cords/hoses managed, scrap handled).
Knows and follows the JGM safety program, job hazard rules, and site/shop safety expectations.
Participates in the Good Catch program—reports hazards/near misses proactively and supports corrective actions.
Uses required PPE every time; follow hot work, lifting/rigging, and LOTO rules.
Does a pre-task plan: what can hurt us, what can go wrong, what's the safe way.
Protects finished work and parts from damage (edges, coatings, machined surfaces).
Verify critical details before you cut, drill, weld, or move material.
Completes a daily pre-task plan / JHA (job hazard analysis): hazards, controls, lift plan (if applicable), and safe sequence.
Stops and speaks up if something isn't safe or isn't right—JGM backs you up.
Doesn't pass problems downstream—fix it or raise it early with details.
Communicate clearly with your Lead (Sr Fabricator)/Foreman (what you need, what you found, what's blocking you).
Treats Good Catches as a team win—no blame, no hiding issues; speaks up early and helps close actions.

MATERIAL HANDLER 1

\$20-\$23/HOUR



Knowledge & Discipline

- Follows yard/shop traffic rules and safe load handling practices.
- Understands basic material ID and storage locations; follows scanner process.
- Understands damage prevention expectations (no bent edges, no dropped loads).
- Understands spotter rules and basic hand signals for moving loads.
- Understands daily equipment inspection requirements and tag-out rules.



Skill Development

- Operates forklift/yard equipment safely under supervision (as qualified).
- Uses scanner to log and locate material correctly.
- Stages material to support processing/fabrication priorities.
- Assists with basic load securement under supervision.
- Completes documented pre-use inspections (forklift/yard equipment) and reports defects immediately.
- Uses proper dunnage/edge protection when staging to prevent damage.



Problem Solving & Ownership

- Owns housekeeping in the yard and staging areas—keeps lanes clear and organized.
- Communicates shortages, damaged material, and mis-picks immediately.
- Works with urgency to keep bays supplied—no 'surprise' shortages.
- Keeps scanner/inventory updates accurate—no 'I'll fix it later.'

MATERIAL HANDLER 2

\$22-\$25/HOUR

Requirements:

Must have mastered all skills and knowledge of Material Handler 1 before moving to this level.

- Understands inventory/traceability requirements and why they matter.
- Understands load securement standards and documentation expectations.
- Maintains professionalism when coordinating with drivers and internal teams.
- Understands basic rigging fundamentals (capacity tags, sling angles, tag lines) as qualified.
- Operates yard equipment independently (as qualified) and moves loads efficiently.
- Builds outbound loads correctly: BOL match, piece count, dunnage, edge protection, straps/chains.
- Performs inbound receiving checks: damage, count, tags, paperwork, storage assignment.
- Maintains accurate scanner/inventory records and resolves discrepancies.
- Safely loads/unloads with clear communication: spotters, radios, and driver coordination.
- Verifies load securement with a simple checklist (count, protection, straps/chains, paperwork match).
- Prevents damage and rework—sets the standard on proper handling and storage.
- Improves flow by communicating constraints (space, equipment, priorities) early.
- Trains Material Handler 1s on safe practices and correct inventory discipline.
- Owns load-out readiness: confirms pieces, protection, and paperwork ahead of schedule when possible.

SHIPPING & RECEIVING FOREMAN

\$34-\$46/HOUR

Requirements:

Must have mastered all skills and knowledge of Material Handler 1 before moving to this level.

- Creates a positive, disciplined work environment aligned with JGM values.
- Maintains clear communication with Plant Superintendent on priorities and constraints.
- Understands structural shapes/specs and inventory/traceability expectations.
- OSHA 30 certified (or in progress per company plan).
- Deep knowledge of yard equipment and safe material handling practices.
- Understands Tekla / PowerFab (P2) basics for yard flow and inventory; can train team as needed.
- Leads safe and efficient inbound receiving and outbound loading practices.
- Owns yard layout, storage standards, and damage prevention.
- Schedules crews to meet production demands and loadout deadlines.
- Owns inventory management and reporting; drives accuracy and discrepancy resolution.
- Coordinates with Processing/Fabrication Foremen to keep bays supplied and loadouts ready.
- Coordinates with Purchasing and Transportation on inbound/outbound scheduling and changes.