

Task Listing

| | | | | | | | | | | Job Titles | | | | | Tasks Included In Each Job | | | | |
|--|--|--|--|--|--|--|--|--|--|------------------|-----------------|---------------------|-------------|---|----------------------------|-----------------------------------|--------------------------|--|--|
| | | | | | | | | | | Plant Supervisor | Redi-mix Driver | Wash Plant Operator | Day Laborer | | | | | | |
| | | | | | | | | | | X | | X | | | | X | Operate Front-end Loader | | |
| | | | | | | | | | | X | | | | | | X | Operate Fork Lift Truck | | |
| | | | | | | | | | | X | | | | | X | Operate Redi-mix Truck | | | |
| | | | | | | | | | | X | | | | | X | Operate Company Truck | | | |
| | | | | | | | | | | X | | | | | X | Operate Block Truck | | | |
| | | | | | | | | | | X | | | | | X | Operate End-Dump | | | |
| | | | | | | | | | | X | | | | | X | Operate Bulker | | | |
| | | | | | | | | | | X | X | | | | X | Welding/Cutting/Brazing | | | |
| | | | | | | | | | | X | X | X | X | X | X | Material Handling | | | |
| | | | | | | | | | | X | X | | X | X | X | Hand Tools | | | |
| | | | | | | | | | | X | X | X | X | X | X | Housekeeping/Cleanup | | | |
| | | | | | | | | | | X | X | | X | X | X | Inventory/Distribute Materials | | | |
| | | | | | | | | | | X | | | | | | Maintain Heavy Equipment | | | |
| | | | | | | | | | | X | | | | | | Repair Heavy Equipment | | | |
| | | | | | | | | | | X | | | | | | Maintain Machinery | | | |
| | | | | | | | | | | X | | | | | | Repair Machinery | | | |
| | | | | | | | | | | X | X | X | | | X | Fuel Vehicles/Equipment | | | |
| | | | | | | | | | | X | X | | | | X | Install/Repair Electrical Devices | | | |
| | | | | | | | | | | | | | | | X | Blow Off Materials in Bulker | | | |
| | | | | | | | | | | X | | | | | X | Silo Maintenance | | | |
| | | | | | | | | | | X | X | | | | X | Handle Hazardous Materials | | | |
| | | | | | | | | | | | | | | | | Enter Confined Spaces | | | |
| | | | | | | | | | | | | | | | | Wear Respiratory Devices | | | |

This fictitious company has developed a task sheet for positions at their plant.

Using the **Day Laborer** as an example, it has been determined that this position's only assigned tasks are:

- welding/cutting/brazing
- materials handling
- hand tools
- housekeeping/cleanup
- inventory/distribute materials
- fuel vehicles/equipment
- install repair electrical devices
- handle hazardous materials

It is important to note that this person, while they may fuel vehicles and equipment, **they are not authorized enter, operate or move any of the vehicles; and must have new task training prior to doing so.**

Make sure that you have investigated each job, task and condition thoroughly!

Encourage input from your miners in task development.

