



Roles and Responsibilities Loader Operator

- Philosophy:** The Loader Operator safely and efficiently loads quality raw materials to the batch plant and communicates necessary yard activity to the Plant Manager in a timely manner.
- Safety:**
- Personal Protective Equipment. The Loader Operator adheres to policies pertaining to PPE and always wears the appropriate safety equipment including hardhat, work boots, safety glasses, and hearing protection when necessary.
 - Daily Vehicle Inspections. The Loader Operator thoroughly performs required daily vehicle inspections to prevent mechanical problems that could result in a safety incident.
 - Defensive Driving. The Loader Operator operates equipment in a defensive manner, always looking for other equipment in the yard.
 - Alertness About the Yard. The Loader Operator is alert and aware of all goings-on in and around the yard, always following safe practices and being watchful of potential hazards.
- Quality:**
- Monitor Incoming Material Quality. The Loader Operator always assesses the quality of materials delivered and looks for debris or other items that may impact production or product quality.
 - Communication. The Loader Operator is in constant communication with the Plant Manager informing him of changes in product moisture content.
 - Plant Inventory. The Loader Operator communicates with the Plant Manager concerning when to drain or empty bins due to extreme weather. The Loader Operator is responsible for maintaining aggregate stockpiles in a proper manor. Different materials are segregated with no contamination or degradation. Coarse aggregate is uniformly saturated and well drained.
- Efficiency:**
- Plant Inventory. The Loader Operator maintains necessary raw material inventory in the plant allowing production on demand. The person batching concrete should never have to wait on the Loader Operator to produce a load of concrete.
 - Proactive Material Handling. The Loader Operator acts proactively to handle special materials such that the plant does not have to sit idle while they are being loaded.

- Maintenance:** Pre-Shift Inspection. Prior to batch start-up, the Loader Operator reviews a checklist determined by the Plant Maintenance Manager to ensure equipment is functioning properly.
- Plant Reliability. The Loader Operator performs preventive maintenance procedures determined by the Plant Maintenance Manager. Periodic inspections are performed to inspect bin integrity, dust collection systems, admixture dispensers, gates and rams, and aerator functionality.
- Appearance:** Plant. Housekeeping is prioritized, with the yard being free from weeds, debris accumulation, and obsolete equipment. Fuel and oil are stored in an environmentally acceptable manner. Signs are clean and visible; particularly those for the cement and fly ash fill pipes.
- Personal. The Loader Operator is always cleanly groomed, dressed in accordance with the company’s policy, and is in good mental and physical condition.
- Loader. The Loader Operator maintains a loader that is constantly kept in clean condition. The cab is clean and neat, and the exterior of the cab and the body of the equipment is clean and free of oil and grease.