



JOB DESCRIPTION

Drilling and Equipment Operator Assistant / Swamper	Effective Date: March 9, 2016
	Authorized by:

Brink Constructors Foundations Drilling and Equipment Operator Assistant / Swamper Purpose: Provides assistance in drilled pier installation for various foundation projects utilizing different types equipment.

Reporting Relationships

- Foundations Foreman / Superintendent

Key Relationships

- Foundations supervisory and field staff, project management and support staff including environmental, accounting, shop personnel and safety and health.

Essential Responsibilities that are critical to Organizational Success

1. Project Safety
 - a. Adheres to all safety regulations and reports any violations to field supervision immediately.
 - b. Attends safety meetings.
2. Equipment and Tools
 - a. Operates various drilling units and equipment such as skid steer, forklift, front-end loader, backhoe, excavation and other miscellaneous equipment safely and effectively.
 - b. Operates all tools required to do each job.
 - c. Maintain equipment and tools to ensure long lasting use.
3. Production
 - a. Loads and unloads trucks and identifies materials and tools to distribute them to the appropriate locations according to project plans.
 - b. Measures, marks and records specifications and distances to lay out areas where construction work will be performed.
 - c. Removes spoils from excavating by hand or with equipment.
 - d. Cleans and prepares construction areas to eliminate possible hazards.
 - e. Helps monitor depth and takes measurements on drilled holes.

- f. Assists in operating drill rig and other mechanical equipment.
- g. Provides routine maintenance of equipment to ensure long lasting use.
- h. Provides assistance to other workers and foreman as necessary.
- i. Supports concrete finishing process when necessary.

Required Education and Experience

- Minimum 1 year of construction experience.
- High School Diploma or GED.
- Class A Driver's License Preferred.

Knowledge, Skills and Abilities

- Must have knowledge on materials, tools, and processes involved with basic construction.
- Ability to perform duties and operation of equipment and tools in strict compliance with OSHA.
- Knowledge of machines and equipment including designs, uses, repair and maintenance.
- Must be able to lift 50 pounds.
- Must be willing to travel to different work locations.

The information contained in this position description describes the general nature and level of work being performed in this job. This description is not intended to be an all-inclusive list of responsibilities, duties, and requirements for employees in this position. The incumbent is responsible for performing all duties in a safe and efficient manner in compliance with safe work procedures and safety regulations. This job description is not intended to constitute an offer or contract for employment. Job descriptions may and do change periodically.