



2081 Van Horn Road*Fairbanks, AK*99701*907.455.7712

Job Title:	Yard Laborer/Expeditor	Classification:	GENERAL LABOR
Location:	Fairbanks	Travel Required:	NO
Level/Salary Range:	DOE	Position Type:	FULL-TIME
HR Contact:	Hiring Manager	Date posted:	
Will Train Applicant(s):	YES	Posting Expires:	
Applications Accepted By:			
Fax: (907) 455-7713 Attention: HR Department		Mail: Alaska Dreams, Inc 2081 Van Horn Road Fairbanks, Alaska 99701	
Job Description			
<p>Job Purpose: The Yard Laborer/Expeditor role is to maintain the organization of shops and yard. To keep equipment, tools and vehicles maintenance records and schedules. To perform expediting of building materials to job sites as required. This position demands a professional and driven person possessing excellent organizational skills. Strong emphases on dependability, honesty, well-organized, positive attitude and a team player.</p> <p>Duties:</p> <ul style="list-style-type: none"> ✚ Clean, organize and eliminate possible hazards at Alaska Dreams, Inc. shops ✚ To carry and load construction materials to craft persons working on building construction projects, using flatbed trucks, trailers, forklifts ✚ Control traffic passing near, in, and around work zones at Alaska Dreams Inc. property ✚ Signal equipment operators to facilitate alignment, movement, and adjustment of machinery, equipment, and materials ✚ Some mechanical skills required and experience with machinery repair desirable ✚ Maintain/change oil of equipment (i.e.: generator etc...) upon return from jobsites ✚ Maintain maintenance records of Alaska Dreams Inc. vehicles and schedule maintenance/repair ✚ Load, unload, identify, and distribute building materials to the appropriate location in yard according to project ✚ This position is physically demanding work; you will lift and carry heavy objects, stoop, kneel, crouch, or crawl in awkward positions. Some work at heights and outdoors in all weather conditions <p>Skills/Qualifications:</p> <ul style="list-style-type: none"> ✚ The ability to read and write English, solve math problems quickly and accurately ✚ Maintain maintenance records of Alaska Dreams Inc. vehicles and schedule maintenance/repair ✚ Some mechanical skills required and experience with machinery repair desirable ✚ As a laborer you need manual dexterity, eye-hand coordination, good physical fitness, a good sense of balance, and an ability to work as a member of a team ✚ Must be able to lift up to 70lbs, and stoop, kneel, crouch, or crawl in awkward positions and outdoors in 			



ALASKA DREAMS INC.
INDUSTRIAL BUILDING SOLUTIONS

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extreme weather conditions

- + Knowledge and experience with basic hand tools and equipment
- + Must be dependable, honest, ability to follow directions and be an efficient team player

Job Requirements:

- + To avoid injury, you will be required to wear safety clothing, such as gloves, steel toe boots, hardhats, and devices to protect your eyes and hearing
- + Construction laborers generally work 8-hour shifts, although longer shifts could be required

- Must possess a valid Alaska Driver's License and provide a copy of driving record.
- Pre-employment drug and alcohol testing is required.

Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	