**JK Rentals Job Description**

**Job Title:** General Laborer

**Department:** Field/Warehouse

**Shift:** Various

**Location:** Kewaskum, WI

**FLSA Status:** Non-exempt

**Job Description:**

A General Laborer will work alongside and assist crew leaders to help complete a successful job order while demonstrating teamwork, good communication skills, and maintaining company safety and standards.

**Summary:**

General laborers typically load/unload, move, and install/disassemble equipment within the warehouse or at a jobsite. He/she will assist crew leaders with various job duties to complete the job order while being exposed to all weather environments/conditions. He/she may be required to travel within the US.

**Duties/Responsibilities (but not limited to):**

* Follows oral instructions to ascertain materials or containers to be moved
* Loads materials into vehicles and secures load with proper strapping, bracing, and/or padding to prevent shifting or damage in transit
* Unloads materials from vehicles and returns them to the proper warehouse space
* Counts, weighs, and records quantity of units
* Stack or assemble materials into bundles and band bundles together
* Place/lift objects by hand (sometimes weighing 50+ lbs)
* Assemble/disassemble tents and other rental equipment
* Clean and take care of rental equipment/materials

**Competencies:**

* Attendance/Punctuality – Is consistently at work and on time and ensures work responsibilities are covered when absent
* Communications – exhibits good listening and comprehension
* Initiative – Volunteers regularly, seeks responsibility, asks for help when needed
* Problem Solving/Adaptability – Confronts difficult situations or changes in the work environment, maintains objectivity, keeps emotional control, and works to solve the problem at hand
* Cooperation – Establishes and maintains effective relations while following policy and company procedures
* Work Ethics – Demonstrates commitment, dedication, cooperation and positive behavior. Treats people with respect and upholds company values
* Teamwork – Balances team and individual responsibilities, contributes to company goals
* Safety and Security – Observes safety and security procedures, uses equipment/materials properly and reports unsafe conditions
* Dependability – Follows instructions, completes tasks on time, can be relied on to complete a task
* Work Productivity/Quality – Completes specified duties thoroughly and accurately. Performance is efficient as possible while maintaining high level of quality
* Professional Growth – Continues to gain knowledge of the tent/event industry and keep on top of field changes