



## Position Description

**Position Title:** Yard Hostler

**Work Location:** Nisku

**Department:** Transportation

**Title of manager this position reports to:** Director of Transportation

**Positions reporting to this role:** N/A

**Work Rotation (if applicable):** Monday - Friday

**Work Days / Hours:** 8:00 am – 4:30 pm with ½ hour unpaid lunch.

**Purpose of Role:** Operate shunt truck in the yard moving trailers and trucks to and from Maintenance Shop and general housekeeping and organizing of yard.

### CORE RESPONSIBILITIES

- Operate shunt truck moving trailers and trucks to and from the shop.
- Daily inspection on shunt truck.
- Daily yard checks to confirm hours and mileage on equipment in the yard.
- Daily inspection of lights and tires on equipment in the yard.
- Freeing up frozen brakes and boosting trucks.
- Keeping equipment organized in the yard.
- Yard maintenance.
- Assist with washing trucks and trailers.
- Shuttling equipment to outside shops for repairs.
- Completing daily job hazard assessments.
- Assisting shipping and receiving with customer pickups.
- Spotter for drivers while backing up trailers.
- Adherence to all policies and procedures.

### REQUIRED QUALIFICATIONS, WORK EXPERIENCE, SKILLS

- Valid Class 1 license.
- Minimum 3 years driving experience.
- Clean driver's abstract.
- Knowledge of Federal Hours of Service.
- Team player.
- Super B experience would be considered an asset.

### PHYSICAL REQUIREMENTS / WORK CONDITIONS

- Lifting, pulling, climbing, standing, sitting, lying down, squatting, kneeling and managing equipment and tools.
- Must work outside in all different weather conditions, including cold and extreme heat. Some work to be performed in a repair shop environment

This Position Description In No Way States Or Implies That These Are The Only Core Responsibilities To Be Performed By The Employee Occupying this position. Employees will be required to perform any other job-related duties assigned by their supervisor. All safety sensitive positions will require pre-employment drug and alcohol screening.