

## **JOB DESCRIPTION**

### **JOB TITLE: PUMP INSTALLER**

**LOCATION: Kerman**

**Hours: 7:00 a.m. to 5:00 p.m.**

**DEPARTMENT: Operations**

**SUPERVISOR: Pump Project Manager**

**DATE REVISED: August 9, 2021**

**PREPARED BY: Mark Reid**

**POSITION PURPOSE: Plan & direct rig personnel by performing the following duties personally or through subordinates. Reporting directly to Pump Project Manager.**

#### **ESSENTIAL DUTIES & RESPONSIBILITIES:**

1. Responsible for quality checking & ensuring correct specifications of all parts prior to leaving the yard to jobsite.
2. Operate in accordance to work order instructions & directions from Pump Project Manager.
3. Ensure daily set-up sheet is completed
4. Demonstrate a working knowledge of vertical pump installations and pulls.
5. Capable of carrying out basic troubleshooting on installs and pump pulling issues.
6. Have a working knowledge of basic electrics and pump functions including but not limited to pump rotation.
7. Capable of carrying out your own start ups.
8. Head-up tail gate meetings with your crew and turn in paperwork on completion of presentation.
9. Complete daily all details on work order including hours, material used & work accomplished.
10. Daily Inspection (DI) of rig and chase vehicle is a mandatory requirement of the position, reporting any required repairs immediately to the Pump Project Manager.
11. Oversee and enforce a clean, safe jobsite according to OSHA requirements.
12. Be aware & comply with MSDS (material Safety Data Sheets) on items within you place of operation.
13. Approve time cards of helpers on your crew.
14. Ensure all rest breaks are taken and documented on time cards.
15. Update Pump Project Manager on completion of projects.
16. Available for cellphone contact at all times with supervisor to receive ongoing instructions.
17. CalWest Rain cellphones are for work use and by employees only.
18. Always wear safety gear: helmet mandatory while gloves and safety glasses at the individual's discretion. Maintain the good practice of PPE (Personal Protective Equipment) attire when required.
19. Wearing CalWest Rain uniform is mandatory and must be worn at all times during the hours of work.
20. Follow daily procedures as lined out by the pump project manager.
21. Check-in daily by phone or in person with the pump manager to confirm EOD report & work requirements for the entire crew.

**MANAGEMENT RESPONSIBILITIES:** Supervise rig employees. Responsible for overall daily directions, coordination & evaluation. Carries out supervisory responsibilities in accordance with the company values, policies and applicable laws.

**QUALIFICATION REQUIREMENTS:** To hold this position successfully, an individual must be able to perform each essential duty satisfactorily.

**EDUCATION AND/OR EXPERIENCE:** Minimum of three years' experience within the pump industry with an emphasis on supervisory responsibilities. Must hold or be willing to complete the CLASS A or B driving test.

**LANGUAGE SKILLS:** Ability to understand and document project details on company paperwork & electronic media.

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand, walk, sit and climb for unspecified periods of the working day. The employee must occasionally lift and/or move up to 50lbs.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Employee must be able to travel locally and will be required to drive.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of the job, the employee is exposed to high noise, moving mechanical parts, dusty environment, all weather conditions, including cold and extreme heat. The noise level in the work environment is usually moderate.

THE ABOVE STATEMENTS ARE INTENDED TO DESCRIBE THE GENERAL NATURE AND LEVEL OF WORK BEING PERFORMED BY THE PERSON ASSIGNED TO THIS POSITION. THEY ARE NOT INTENDED TO BE AN EXHAUSTIVE LIST OF ALL RESPONSIBILITIES, DUTIES AND SKILLS REQUIRED OF THE INCUMBENT IN THIS POSITION.

HOURS OF EMPLOYMENT MAY VARY DEPENDANT UPON WORK SCHEDULE, SEASON & CUSTOMER OR JOB SITE AVAILABILITY

EMPLOYEE \_\_\_\_\_ DATE \_\_\_\_\_

CALWEST RAIN \_\_\_\_\_ DATE \_\_\_\_\_