



**Muncie[®]
Power
Products**

POSITION DESCRIPTION

Job Title:

Location:

Department:

Reports to:

Supervises:

FLSA Status:

Revision
Date:

Salary
Grade:

ISO Training:

Part-time

Full-time

Job Description Summary Statement:

Essential Duties & Responsibilities:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Continued on next page..

Essential Duties & Responsibilities, continued:

Minimum Qualifications:

Education:

Experience and Skills:

Muncie Power Products is committed to providing exceptional products and customer service to all of our internal and external customers. We expect our employees to support our core competencies and mission. All employees are responsible for following Company policies and procedures, observing safety rules and regulations and may be required to complete tasks outside their normal responsibilities. It is imperative that all employees possess a pleasant and friendly attitude toward customers and co-workers. Muncie Power Products employees are self-motivated, quick learners, and resourceful.

Work Environment

Office Environment

Mfg/Warehouse Environment

Physical Activity

	Not at all	1-33%	34-66%	67-100%
Stand				
Sit				
Walk				
Fine manipulation				
Climb or balance				
Stoop, kneel, crouch, crawl				
Reach above the shoulder				
Twist / Turn				
Use hands to push / pull				
Repetitive arm / wrist / hand use				

Weight Demands

	Not at all	1-33%	34-66%	67-100%
1-10 pounds				
11-25 pounds				
26-50 pounds				
51-75 pounds				
Over 75 pounds				

This description is intended to describe the general content of and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements.