

# **JOB DESCRIPTION: General Laborer**

**Company:** Longstreth Inc.

**Job Type:** Full-time

**Pay Rate:** \$14.00 - \$18.75 per hour

## **Company Overview**

*Longstreth Inc. is a privately owned company centered on providing excellent products and services. Responsible for the production and personalization of monuments, manufacturing of burial vaults, and coordination of cemetery services, Longstreth Inc. provides an engaging and opportunistic experience for all members of its team. Longstreth Inc. is interested in employees who are responsible, caring, and passionate about their personal success, as well as the overall success of the company.*

**Salary:** Starting \$14/hour; \$15/hour after 90 days; \$19.75/hour after completing all position trainings (can be completed within first year)

## **Basic Area Functions**

- This position is responsible for providing excellent service to families and funeral home accounts while working alongside cemeteries
- Responsible for all work functions to be performed timely, correctly, and in a safe manner

## **Responsibilities and Duties**

- Provide premium vault committal service, ensuring that all tasks and services have been completed at a quality level
- Produce manufactured products within Wilbert Inc. guidelines
- Perform all monument duties according to specifications with minimal wear on products and equipment including but not limited to monument carving and lettering, monument setting, cemetery services, and monument foundations.
- Be knowledgeable of all products, service, types and feature differences
- Value safety of self and others in work setting; Maintain cleanliness and safety of equipment, reporting unsafe equipment appropriately
- Maintain a clean and respectful personal appearance, wearing a clean uniform when required
- Govern self in and outside of work setting in a manner that proudly represents Longstreth Inc.
- Be self-motivated and self-monitored with little supervision needed
- Report timely to position responsibilities, while contributing to a positive work environment
- Provide service excellence to all customers, fellow staff members, and funeral homes
- Respect confidentiality in regard to company business with customers, cemeteries, or others outside the company. Reports any knowledge of potential problems immediately to the supervisor such as; any customer service issues which may be detrimental to the company
- Maintain a positive and professional attitude with customers, and co-workers at all times.

## **Requirements**

- Education: High School Diploma
- Valid Driver's license: 6 points or less
- Skills and Abilities: communication skills, risk management abilities

- Physical Requirements: full-body movement, use of all senses, able to lift a minimum of 80 lbs.
- Environment: Able to work outdoors in various weather conditions.
- Works Hours: Operating Monday thru Saturday: 8 am to 4:30 pm (40 hours a week, overtime required during busy periods)

**\*Note – occasional Sunday and Holiday work as needed**

### **Evaluation**

- All employees will have the opportunity to undergo periodic performance reviews to determine strengths and areas of potential improvement
- Performance-based raises will be assessed on minimally an annual basis

### ***To Apply***

Send a resume to [adam@storyinstone.com](mailto:adam@storyinstone.com)