

JOB DESCRIPTION



Job Title:	Well Drill Operator	Reports to:	Chief Operations Officer
Status:	Full-time Temporary/Seasonal	FLSA:	Non-Exempt
Department:	Construction	Location:	IRHA Administrative Office
Schedule:	Monday through Friday (Days and hours may vary based on project schedules, locations and workload)	Hours:	Hours may vary based on project schedules.
EEO-1:	Craft Workers	SOC Code:	47-5021.00
Approved By:		Date:	

Job Summary: Responsible for the set up and operation of portable drilling rig.

Essential Functions:

- Drive truck-mounted drill to and from work sites.
- Guides or sets up truck mounted equipment into position to alignment of drill sites. Stabilize and level drill.
- Moves lever to control power-driven winch that raises and extends telescoping derrick.
- Bolts trusses to derrick and machine frame.
- Assembles drilling tools, using hand tools and power tools.
- Verify depths alignment of boring positions.
- Select the appropriate drill for the job, using knowledge of rock and soil conditions.
- Start, stop, and control the lowering of drilling tools, and drilling speed of machines insertion of casing into holes.
- Select and attach drill bits and drill rods, adding more rods as hole depths increase, and changing drill bits as needed.
- Drill or bore holes in rock for blasting, grouting, anchoring, or building foundations.
- Operate machine to flush earth cuttings or to blow dust from holes.
- Operate well-drilling rig for domestic water wells to active production and be designated Well-Reactivator Operator.
- Moves levers and pedals and turns handwheels to control action of machine that drills or punches well bore and lowers casing into well.
- Pour water into well, or pumps water or slush into well to cool drill bit and remove drillings.
- Monitor drilling operations, checking gauges and listening to equipment to assess drilling conditions and to determine the need to adjust drilling or alter equipment. Feel cable or brake to determine changes in rock formation being penetrated or variations in drilling process.
- Moves levers to adjust stroke and impact of cable tool drilling machine according to nature of strata encountered.
- Replaces drill bit with tool to collect samples of earth or rock being penetrated.
- Operate water-well drilling rigs other equipment to drill, bore, and dig for water wells or for environmental assessment purposes.
- Inspects core samples to determine nature of strata encountered or takes samples to laboratory for analysis.
- Records drilling progress and geological data.
- Document geological formations encountered during work.
- Splices worn or broken cable.
- Fabricates well casings and builds up worn drill bits, using oxyacetylene cutting and welding equipment.
- Retrieves lost equipment from bore holes, using retrieval tools and equipment.
- May replace drill bits.
- May be designated according to type of drilling rig operated as Well-Drill Operator/Cable Tool.
- Perform routine maintenance and equipment, such as replacing parts, building up drill bits, and lubricating machinery.
- Prepare drilling reports of all drilling activity.
- Perform and document pre-drilling inspections.

- Perform and document maintenance and repairs to company equipment.
- Keeps in active communication with Supervisor and other crews to coordinate work and provide updates on work in progress.
- Compliance with all company policies and procedures including, but not limited to safety, environmental, confidentiality and code of conduct.
- Work in a constant state of alertness and in a safe manner. Report unsafe conditions.
- Assists with special projects and performs other duties as assigned.

Knowledge, Skills and Abilities:

- Knowledge of machines and tools, including their designs, uses, repair, and maintenance.
- Basic knowledge of materials, terms and practices in construction field.
- Basic knowledge of drilling mud fluid and the nature of core drilling.
- Basic knowledge of mechanics as related to drill rigs.
- Knowledge of design techniques, tools, and principals involved in precision technical plans, blueprints, drawings, and models.
- Skill in watching gauges, dials, or other indicators to ensure machine is working properly.
- Skill in controlling operations of equipment or systems.
- Skill in using logic and reasoning to identify the strengths and weakness of alternative solutions, conclusions or approaches to problems.
- Skill in performing routine maintenance on equipment and determine when and what kind of maintenance is needed.
- Skill in determining what types of tools and equipment is needed to do a job.
- Ability to operate tools, drill, machines, gauges quickly, repeatedly, steadily, and in coordination.
- Ability to lift and carry and lift heavy tools and supplies.
- Ability to work in a physically demanding position.
- Ability to have a strong commitment to safety and environmental considerations.
- Ability to follow operating procedures and complies with all regulatory requirements.
- Ability to read and interpret documents such as safety rules, regulations, instruction manuals, and specifications.
- Ability to travel to remote worksites for extended periods of time.
- Knowledge and skill with P.C. utilizing word processing, spreadsheets, database, and presentation software.
- Ability to perform independently, or in a team environment, take direction from supervisor.
- Ability to accurately perform mathematical computations.
- Ability to communicate information in writing and verbally so others will understand.
- Ability to use tact, discretion and courtesy in dealing with vendors and personnel in the course of work.
- Ability to deal with constant interruptions and changing deadlines/priorities.
- Ability to ensure that proper safety and incident reporting procedures.
- Ability to perform a variety of tasks involving strenuous and repetitive manual labor.
- Ability to work in all weather conditions.
- Ability to wear protective clothing and equipment at all times while in production.

Supervisory Responsibilities:

May supervise Laborers or Drilling Assistants.

Qualifications:

- One year of job related experience as a driller.
- Valid State driver's license.

Preferred:

- High School Diploma or equivalent.
- Two years or more of related experience as a driller.
- CDL license.

WORKING ENVIRONMENT: Work is performed at job sites in environment with distracting and loud noise levels. While performing the duties of this job, the employee is occasionally exposed to hazardous equipment and moving mechanical parts; fumes or airborne particles and outside weather conditions. Continuous exposure to sharp objects, heavy machinery, noise and vibrations. Some travel is required to remote areas with inclement weather conditions.

PHYSICAL DEMANDS: Regularly required to walk and lift up to 50lbs. Occasionally required to lift or maneuver up to or over 100 lbs. Frequently required to kneel and crouch and climb and reach some of the time in the course of work. Continually using hands to handle, control feel, objects, tools, or controls. Sit some of the time to perform related paperwork/recordkeeping and driving functions. Regularly required manipulate equipment and handle tools. Required to talk and hear, both in person and by telephone. Specific vision abilities required by this job include close vision, depth perception and ability to adjust focus. Ability to stand for continually extended periods of time. [Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions].

REASONABLE ACCOMODATION: It is IRHA's business philosophy and practice to provide reasonable accommodations, according to applicable state and federal laws, to all qualified individuals with physical or mental disabilities.

This job description is not an employment agreement or contract. Management has the exclusive right to alter the scope of work within the framework of this job description at any time without prior notice.