



HEADQUARTERS: 5835 MANCHESTER AVE. | ST. LOUIS, MO 63110 | PHONE: 314.644.3500 | WWW.CKSUPPLY.COM



## **Inspection & Production Operative – Cylinder Fill Plant**

**Job Type:** Full-Time, Hourly, Non-Exempt  
**Reports to:** Fill Plant Manager  
**Supervises:** None  
**Revised:** 08/27/2021  
**Safety-Sensitive:** Yes

### **HOW YOU WILL MAKE A DIFFERENCE**

As an employee-owner in the Fill Plant, this role will focus on inspecting and sorting gas cylinders returned by customers. The inspected/sorted cylinders are then placed into production to be refilled or tested based on the inspection. This role is also responsible for assisting customers and drivers with cylinder orders and cylinder loading as needed.

### **CK SUPPLY CORE VALUES:**

Please read slowly these are non-negotiables and we are going to ask you about them in the interview!

- ✓ **Driven** - Hardworking, Dedicated, Dependable, Desire to be the Best
- ✓ **Passionate** - Positive Attitude, Appearance, Pride, Love What We Do
- ✓ **People-Oriented** - Honest, Respectful, Trust-Worthy, Integrity
- ✓ **Solutions-Focused** - Knowledgeable, Creative, Problem-Solvers

### **PRIMARY DUTIES AND RESPONSIBILITIES**

- Assist customers with will-call cylinder orders
- Inspect gas cylinders for damage, dates, and barcodes prior to refilling
- Sort gas cylinders by size, type, color and testing needs as empty cylinders are returned
- Maintain full cylinder inventory on dock
- Utilizing barcode scanners, ensure all cylinders are scanned in and out of the system
- Load and unload trucks with hard goods and cylinders
- Maintain good housekeeping and ensure the work area is kept neat and organized
- Follow all safety guidelines and requirements including proper personal protective equipment
- Complete in-house training programs to ensure understanding of the gases and safety guidelines
- Using a forklift, move pallets of cylinders for sorting or filling purposes
- Complete training to operate and fill liquid cylinders as needed
- Assist in the production and fulfillment of dry ice orders
- Adhere to the CK Core Values through behavior and words
- Other related duties as assigned

### **QUALIFICATIONS/ REQUIREMENTS**

- High School Diploma or Equivalent



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- Must have a strong attention to detail
- A mindset focused on safety for self and co-workers
- Ability to operate and use all necessary equipment
- Ability to visually distinguish colors of various cylinders
- Must be able to communicate with all staff and customers
- Ability to lift, roll and move cylinders up to 75 pounds
- Read, write, and count to accurately complete paperwork
- Work in diverse and inclement weather conditions
- Ability to reach, stoop, twist, kneel and bend on a consistent basis
- Ability to walk and stand for long periods of time

### **WHY YOU WILL LOVE WORKING HERE**

Headquartered in St. Louis, MO, CK Supply Inc. has been the definitive source for metalworking and gas related technologies for over 70 years. As the largest independent distributor of welding and gas products in Missouri and downstate Illinois, we distribute a full line of industrial welding and gas related equipment focusing on product quality, best in class service and family values.

CK is growth minded, looking to be the dominate distributor of gas and welding supplies in the Midwest by doubling in size within the next ten years! With this growth will come new opportunities, with a promote-from-within culture leading the way.

Our mission is to provide CK employee-owners with a safe work environment that is challenging, productive, fun and rewarding.

- Competitive salary
- Employee and Family owned
- Open-book management with year-end company bonus eligibility
- Company focused on developing employees through training
- Strong brand and reputation in the market
- Competitive Medical, Dental, Vision, Long-Term Disability
- Company-Paid Short-Term Disability & Life Insurance
- HSA Account with Company Contribution
- Flexible Spending Account
- Employee Assistance Program
- Tuition Reimbursement Program
- ESOP (Employee Stock Ownership Plan) Retirement Plan
- 401(K) with company match
- 7 paid holidays
- 15 Days Paid Time Off



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### **WORK ENVIRONMENT**

The following is a list of some of the conditions an employee may incur while working in this position. This list is not all-inclusive.

- Work in extreme heat.
- Work in extreme cold.
- Work around dirt/dust.
- Work in noisy, loud conditions.
- Handle hazardous materials.

### **EQUIPMENT UTILIZED**

The following is a list of some of the types of equipment that an employee in this position may be required to operate. This list is not all-inclusive.

- Dry Ice Block Press
- Band Saw
- Dry Ice Pelletizer
- Company truck and lift gate
- Forklift
- Hand cart
- Bar coding scanner
- Various hand tools

### **REQUIRED SAFETY EQUIPMENT**

All proper safety equipment must be worn according to company policies and regulations including safety glasses, safety boots, and ear protection.

*This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employee(s) will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments.*

Cee Kay Supply, Inc. and any subsidiaries are Equal Opportunity Employers (EOE).