Kiln Operator’s Duties

Approximate distribution of the kiln operator’s duties in % of the total time at work for a 40 hour work week:

1. Overseeing physical operations of the total drying division – 10% to 15%
   a. Actual inspection of activities in the air drying yard, pre-driers, and dry kilns
   b. Training/addressing adherence to BMPs
   c. Documenting maintenance needs and submitting work orders
   d. Follow-up on work order progress

2. Critical sample selection, sample processing, and data collection – 15% to 20%
   a. Selecting kiln sample boards and marking kiln sample areas on the boards
   b. Monitoring air flow and locating kiln sample pockets
   c. Organizing and entering data from air yard, pre-drier, kilns, dry storage area and processing plant EMCs

3. Kiln Operations Management – 60%
   a. Processing and analysis of information
   b. Planning and coordinating drying operations
   c. Problem mitigation
   d. Monitoring quality
   e. Preparing reports on kiln production and quality

4. Attending meetings on production, quality, training, and long-term planning – 5%
Kiln Assistant’s Duties

Suggested time commitment for a worker to serve as an assistant to the Dry Kiln Operator. This assessment is based on a 40 hr. work week for the assistant with approximately 10% to 50% (based on the # of kilns etc.) of this time prioritized for direct support of the dry kiln department as follows:

1. Daily activities necessary for monitoring the kilns
   a. Weighting the kiln samples
   b. Checking wet bulb trays
   c. Checking fan and controller operation

2. Kiln loading and startup duties
   a. Cut, weigh and label kiln samples and moisture content wafers, coat ends of kiln samples
   b. Install sensor pins if applicable
   c. Prepare kiln sample pockets in locations specified by the kiln operator
   d. Place kiln samples in the pockets
   e. Adjust or set the baffles
   f. Check wet bulb stations and/or connect sensor leads

3. Daily activities necessary for monitoring the air yard and pre-drier
   a. Weighting MC samples as necessary
   b. Locate packs specified for building a kiln charge as per instructions from the kiln operator

4. Fill in for the kiln operator when necessary

*The assistant to the dry kiln operator will spend the remainder of their time supporting other operations or departments as needed. Suggested jobs are as follows:

- Assist with lumber grading
- Assist with green or dry lumber processing
- Assist the maintenance staff
- Assist with inventory management
- Assist with data collection for quality control efforts
- Other activities as appropriate for their skill level.