New Mexico Travertine, Inc
3700 Camino del Llano, Belen, NM 87002
(505) 864-6300

Splitter Lead Job Description

Job Location: NMT Plant located in Belen, NM.

Job Summary:

The Splitter Lead is responsible for supervising, coordinating, and performing stone splitting operations while ensuring safety, quality, and production standards are met. This position leads Splitter employees in daily activities, provides hands-on guidance, and communicates between the splitters and plant supervisors to maintain workflow efficiency and accuracy.

Reports To: Plant Manager / General Manager

Supervisory Responsibilities:

- Provides day-to-day direction and oversight to splitter employees

Duties / Responsibilities:

- Assign, prioritize, and coordinate daily splitting tasks based on production needs
- Perform hands-on splitting work using stone splitting equipment, jackhammers, wedges, pneumatic chipping machines, and other tools as needed
- Oversee loading and unloading of stone onto splitter tables and rolling conveyors
- Ensure correct positioning of stone on splitters to meet dimensional and production standards
- Monitor and verify split stone for defects, consistency, and adherence to work orders
- Ensure stone is accurately marked, chiseled, and finished to meet split/rock-faced requirements
- Oversee packaging of split stone into custom crates, ensuring proper labeling and protection for shipping
- Maintain accurate records of items added to each crate and track inventory in and around splitter building including tumbled material, flagstone, standup, etc.
- Coordinate and direct movement of stone stock, scrap, and materials within the plant manually or using forklifts/equipment (if authorized to operate forklift/equipment)
- Ensure defective or substandard materials are removed and machinery adjustments are made to maintain standards
- Ensure safe operation and proper maintenance of splitting equipment
- Identify damaged, broken, or unsafe tools and equipment and report issues promptly
- Maintain clean, organized, and safe work areas, including sweeping and debris removal
- Enforce PPE compliance and safety procedures at all times
- Train new Splitter employees on stone splitting procedures, equipment operation, quality expectations, and safety standards
- Communicate production issues, material needs, and safety concerns to supervisors
- Perform other related duties as assigned
- Follow all OSHA and NMT policies, procedures, and safety regulations, including required training

Required Skills / Abilities:

- Good verbal and written communication skills.
- Strong leadership skills
- Advanced knowledge of stone splitting techniques and equipment
- Ability to read, understand, initiate, and lead work orders
- Ability to use power, hand, and pneumatic tools
- Ability to accurately use/read a tape measure and other tools
- Ability to complete assigned tasks in a timely fashion and in time constraints assigned
- Ability to work in a variety of roles
- Strong attention to finish quality, consistency, and detail
- Ability to work hands-on while directing a team

Minimum Requirements

- Employees must be at least 18 years old
- Previous experience in this field, though highly preferred, is not available in our area, therefore not expected. Individuals will undergo on-the-job training provided by supervisor
- High school diploma or equivalent preferred.
- Punctuality and reliability is required
- Drug/Alcohol Free Environment (including THC)

Physical Requirements:

- Must be able to lift up to 50 lbs at a time
- Prolonged periods of standing and walking. Must be able to bend, stretch, kneel, squat, and have manual dexterity to perform job duties.
- Must be able to work safely in a variety of weather conditions and tolerate exposure to noisy areas with dust, water, and odors present.
- Follow NMT and OSHA mandated requirements including always wearing safety glasses and steel toed/composite toed shoes.

Schedule:

- Monday – Friday 7:30 am to 4:30 pm – with a 1-hour lunch break
- Saturday's – as needed

Labor type:

- Manufacturing and Construction

Work Environment(s) May Include:

- Elevated work areas
- Dirt/fumes
- Inclement weather, hot or cold
- Loud/noisy
- Slippery/ wet/ greasy

_____ _____

Employee Signature Date

_____ _____

Supervisor Signature Date